

Preparing Your Club for Rotary Foundation Grants in 2013



The Rotary Foundation is implementing a new grant structure, based on its Future Vision Plan, that will be available to all clubs on 1 July 2013. The following timeline outlines major events and related steps that can help prepare your club for this transition.

2012-13	Train, Qualify & Prepare
July-December	Attend your district Rotary Foundation seminar Appoint a club Rotary Foundation committee chair
October-June	*NEW links* Train and qualify your club by attending the grant management seminar held by your district Submit project proposals for district grant funds to the district
January	*NEW* 2013-14 global grant and packaged grant applications opens to qualified clubs and districts
February-June	Submit applications for 2012-13 Matching Grants by 31 March Submit reports for all Rotary Foundation grants and programs on time Prepare to apply for 2013-14 Rotary Foundation global and packaged grants
April	*NEW* Qualified clubs and districts begin submitting application for 2013-14 Rotary Foundation grants online
June	RI Convention workshops
2013-14	Participate
1 July 2013	Begin using new Rotary Foundation grants

The Rotary Foundation is piloting this new grant model with 100 districts. Grant guidelines may change. Check www.rotary.org for the latest information.

Train, Qualify & Prepare in 2012-13

July-December

Attend your district Rotary Foundation seminar

Find out your district's deadlines and requirements for requesting district grant funds for grants.

Appoint a club Rotary Foundation committee chair

- Read the [Club Rotary Foundation Committee Manual](#) (*NEW* Launch version will be available by 1 August in English languages will follow). Consider who else will serve on the committee starting in 2013-14.
- Review the Foundation's requirements to qualify your club to receive global and packaged grants.

October-June

Train and qualify your club by attending the grant management seminar held by your district

- Have the club president-elect or a designated club member attend the *NEW* [grant management seminar](#). To prepare for training, you could attend Rotary Foundation grant [webinars](#) for clubs and complete the following e-learning modules:
 - [Future Vision Overview](#) (revised version available 1 May)
 - [Grant Management](#)
 - *NEW* [Foundation Funding](#) (revised version available 10 August)
 - *NEW* [Choosing a Grant](#)
 - [Areas of Focus: An Overview](#)
- *NEW* E-learning modules can also be found at learn.rotary.org in the form of courses. The e-learning modules listed above can be found in the following courses:
 - Future Vision: Introduction to Future Vision
 - Future Vision: Managing Grants
 - Future Vision: Areas of Focus
- Read and agree to the club MOU, and submit it to your district.
- Meet any additional district requirements.

Submit project proposals for district grant funds to the district

Check with your district about deadlines for submitting district grant proposals.

January

***NEW* 2013-14 global grant and packaged grant applications open to qualified clubs and districts**

Log in to Member Access to see the new global grant and packaged grant applications. Applications will be processed by TRF beginning April 2013..

February-June

Submit applications for 2012-13 Matching Grants by 31 March

Submit reports for all Rotary Foundation grants and programs on time

- Report on finished grants promptly and close them. Clubs cannot have more than 10 open grants of any type, including Matching Grants, 3-H grants, and global grants. To be eligible to receive global grants, clubs must be up to date on reporting

Prepare to apply for 2013-14 Rotary Foundation global and packaged grants

- Implement the club MOU.
- Complete the following e-learning modules:
 - [Developing Global Grants](#)
 - [Project and Activity Sustainability](#)
 - [Vocational Training Teams](#)
 - [Rotary Scholarships](#)
- Allow 6-12 months to conduct needs assessments and project planning. If you are going to sponsor a scholar or vocational training team with a global grant, submit your application and payment information at least three months before study/travel begins.

April

***NEW* Qualified clubs and districts begin submitting applications for 2013-14 Rotary Foundation grants online**

- Begin implementing processes to manage new grants.
- Applications processed in 2012-13 will receive funding starting 1 July 2013.

June

RI Convention workshops

Participate in 2013-14

1 July 2013

Begin using new Rotary Foundation grants