

**2017-2018 DISTRICT GRANT
CLUB MEMORADUM OF UNDERSTANDING (MOU)
Rotary District 5670**

Club Name & Rotary ID#: _____

There must be a responsible project coordinator (a Rotarian) at the applicant local Rotary Club and at least two (2) other Rotarians to oversee and report to the District Rotary Foundation Grants Committee concerning the progression of the project and the appropriate use of the funds. This signed Memorandum of Understanding indicates acceptance by the Rotary club of the guidelines outlined below.

GENERAL CRITERIA FOR DISTRICT GRANTS - All projects and activities funded by these grants must:

1. Relate to the mission of The Rotary Foundation (TRF) *“to enable Rotarians to advance world understanding, goodwill, and peace through the improvement of health, the support of education, and the alleviation of poverty.”*
2. Include the active participation of Rotarians
3. Exclude any liability to The Rotary Foundation or Rotary International except for the funding amount of the grant
4. Adhere to the governing laws of the United States and the country where the activity is taking place and not harm individuals or entities
5. Only fund activities that have been reviewed and approved before their implementation; (grants will not be approved to reimburse clubs or district for projects already completed or in progress)
6. Demonstrate sensitivity toward another country’s tradition and culture if grant activities will take place overseas
7. Avoid conflicts of interest, in accordance with Section 7.030 of The Rotary Foundation Code of Policies
8. Ensure proper use of any Rotary Marks that may be used in conjunction with the project
9. Be completed with 24 months of receipt of the grant funds
10. Support **either local** or **international** humanitarian and service projects
11. Fund projects and activities in both Rotary and non-Rotary countries, where permitted by applicable governing laws

RESTRICTIONS – Grants **cannot fund**:

1. Continuous or excessive support of any one beneficiary, entity or community
2. Establishment of a foundation, permanent trust or long-term interest-bearing account
3. Purchase of land or buildings
4. New construction of any structure in which individuals live, work or study, etc.
5. Fundraising activities
6. Expenses related to Rotary events such as district conferences, anniversary commemoration events or entertainment activities
7. Public relations initiatives not directly related to a humanitarian or educational activity
8. Operating, administrative or indirect program expenses of another organization
9. Unrestricted cash donations to a beneficiary or cooperating organization
10. Projects already in progress or completed
11. Activities primarily implemented by a non-Rotary organization

ADDITIONAL DISTRICT 5670 CRITERIA AND PROCEDURES

1. Applications for District Grants must be received by the District Grants Committee **no later than Friday, September 29, 2017.**
2. Grants will be reviewed collectively, with notification of grant awards anticipated not later than December 1, 2017.
3. Clubs wishing to submit more than one district grant should indicate the priority [1st, 2nd, etc.] on the applications. A club’s second priority grant application will be considered after all other club first submissions have been considered.
4. Grants are not intended to fund annual expense of ongoing projects.
5. The district will reserve approximately 1/3 of the DDF matching dollar amount available from TRF for use on District 5670 designated grant projects.

FUNDING MATCH FOR DISTRICT GRANTS

1. The District Grant funds will be matched with club contributions to the project on a 1:1 basis, up to a total match of \$1,000.00 per grant application.
2. A club’s first-time, 3rd Grade Dictionary Project will be eligible for a match by the district at the rate of 50 cents per dollar of club contribution. The maximum amount of district grants funds available for dictionary match will be \$500. After the initial year of a Dictionary Project, District Grant funding will no longer be available to the club for the that purpose.
3. The District Rotary Foundation Grants Committee may modify these matching guidelines to meet unexpected demand for funds or other circumstances.

REPORTING

1. An INTERIM REPORT is required for projects not completed by June 30, 2018.
2. A FINAL REPORT is required for ALL projects upon completion or not later than December 31, 2018.
3. Complete reporting requirements and instructions will be provided to applicant clubs with the notification of grant funding.

Printed name of Club President

Signature of Club President

Date: _____

Larry Tobias
Rotary District Grant Chair
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