



兩萬五千美金以上之地區簡易獎助金之規定

REQUIREMENTS FOR DISTRICT SIMPLIFIED GRANTS OVER US\$25,000

貴地區已獲 25,001 美元或以上之地區簡易獎助金(DSG)，扶輪基金會需要額外的資訊以便：

- A. 發放獎助金款項
- B. 獎助金案件結案

A. 獎助金付款規定

為獲得獎助金撥款，請提供一回答以下問題之開銷與宣傳計劃 Spending and Publicity Plans：

開銷計劃(Spending Plan)

- 在扶輪年度前六個月，您計劃分配多少額度之地區簡易獎助金至各扶輪社或運用於地區的企劃案之中？
- 有多少扶輪社將會獲得獎助金，而您計劃分配至各社的平均額度又是多少？
- 這些企劃案是否已經選定？若未選定，您計劃於何時之前會選定這些企劃案並開始分配獎助金？

25,001 美元以上之獎助金將採分期支付。進度報告 A progress report(包括財務會計報告 financial accounting)必須於第二筆款項核發前送出。

宣傳計劃(Publicity Plan)

- 描述貴地區為宣傳由 DSG 贊助的企劃案所做的計劃，且說明扶輪社如何參與這些宣傳活動。
- 指出貴地區將會運用的報紙、廣播及網路等媒體。
- 描述貴地區將如何利用如就職典禮或慶典等重要活動來告知社區中不同的團體

在你的宣傳活動中加入國際扶輪 RI，扶輪基金會 TRF 及你的地區的背景介紹將是不錯的點子。如果需要更多的點子或資訊，請參閱人道計劃宣傳指南 Humanitarian Programs

Promotional Guide(內附)或上國際扶輪網站查詢

www.rotary.org

B. 獎助金結案規定

為將貴地區之地區簡易獎助金結案，請交出一份會計師的獨立財務複核：

獨立財務複核

- 需於第一筆獎助金收訖後之十五個月內交出，之後每十二個月繳交一次，直到獎助金結案為止。
- 由地區總監所指定與本企劃案無直接關係之會計師或會計師事務所複核
- 必須包含詳細的審查，簽證此基金的支出是否符合獎助金的條件與辦法

請參閱所附之地區簡易獎助金之條件與辦法 Terms and

Conditions of District Simplified Grants 以獲得更多有關獨立財務複核規定的資訊。如於參閱後仍有疑問，請與您的計劃協調員聯繫。

Your district has been awarded a District Simplified Grant (DSG) in the amount of US\$25,001 or more; the Foundation requires additional information in order to:

- A. Issue grant payments
- B. Close the grant file

A. Grant Payment Requirements

Please provide Spending and Publicity Plans that answer the following questions in order to receive payment:

Spending Plan

- How much of your District Simplified Grant funds do you plan to distribute to clubs or utilize for a district project in the first 6 months of the Rotary year?
- How many clubs will receive funds and what is the average amount you plan to distribute to them?
- Have the projects already been selected? By what date do you plan to have the projects selected and begin distributing the funds?

Grants over \$25,001 will be paid in installments. A progress report (including financial accounting) must be submitted before the second installment will be released.

Publicity Plan

- Describe the plans your district has for promoting the project(s) supported by the DSG, and how the clubs will be involved in promotions
- State which print, broadcast and Internet media in the district will be targeted
- Describe how the district will use events such as inaugurations and celebrations to inform different parts of the community

It is a good idea to include background information on RI, TRF, and your district in your publicity.

For additional ideas and information, see the Humanitarian Programs Promotional Guide (enclosed) and consult the RI Web site at www.rotary.org

B. Grant Closure Requirements

Please submit an Independent Financial Review as required to close your District Simplified Grant:

Independent Financial Review

- Due no later than 15 months after the first grant payment is received, and every twelve months thereafter until the grant file has been officially closed
- Performed by an accountant or accounting firm appointed by the district governor with no direct linkages to the project
- Must include detailed examination of the DSG account(s) to certify if funds were spent in accordance with the terms and conditions of the grant award

Please see the enclosed Terms and Conditions of District Simplified Grants for more information about Independent

Financial Review requirements. If you have questions after reviewing this information, please contact your program coordinator.