



The Rotary Foundation
New Model for Humanitarian Grants Program
Effective 1 July 2003

| Program | District Simplified Grants | Individual Grants | Matching Grants | |
|----------------------------|---|---|---|-------|
| | | | Minor | Major |
| Purpose | To support the service activities or humanitarian endeavors of districts | To support the travel of individual Rotarians planning or implementing service projects | To support Rotary clubs and districts as they address humanitarian conditions that benefit a community in need. | |
| Who can apply | Districts only. Each year districts will submit a request to utilize a percentage of their DDF. | Individual Rotarians or small groups of Rotarians. | Rotary clubs and districts | |
| Funding Source | DDF | World Fund Carl P. Miller Endowment | World Fund | |
| Match | None | None | TRF Provides Match from the World Fund 1. DDF (1:1) 2. Cash contributions 0.5:1 | |
| Business Cycle | Districts will submit a request the Rotary year prior to funds being available. Requests will be accepted 1 July to 31 March. | Applications are accepted and approved on a revolving basis. Applications are required four months prior and must be approved eight weeks prior to scheduled departure date. | Applications will be accepted 1 July to 31 March Applications will be approved from 1 August to 15 May if they are complete. | |
| International Scope | Partnership is not required; however, it is highly encouraged if the district will be implementing projects outside of their country. | Volunteers must serve in a country other than their own at the invitation of the host Rotary Club. | International partnership is required. | |

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| | | | Minor | Major | | | | | | | | | | | | | | | | |
| Rotarian Activities Please refer to grant criteria for recommended activities | District activities: <ul style="list-style-type: none"> ▪ assessment of community needs and development of a project a plan; ▪ establishment of a committee of at least three Rotarians to oversee the expenditure of funds ▪ oversight of grant funds; ▪ involvement in the implementation of projects; ▪ provision of evidence of community involvement and ownership; ▪ organization of meetings with local service providers, local officials, and/or recipients; ▪ promotion of projects in the local media. | Host club: <ul style="list-style-type: none"> ▪ provide a letter of invitation that confirms the skill/project is needed in the community International sponsor: <ul style="list-style-type: none"> ▪ provide a letter of endorsement from the current club president for the Rotarian applying for the grant; ▪ establish communication with local Rotarians; ▪ register individuals as Rotary volunteers ▪ provide TRF with a schedule of events and list of intended outcomes ▪ provide a paragraph outlining Rotarian activities | Minor Matching Grants <ul style="list-style-type: none"> ▪ maintain communication and dialogue for the life of the project; ▪ establish a committee of at least 2 Rotarians; ▪ jointly assess community needs and plan the project; ▪ provide a paragraph outlining participation. Major Matching Grants 2,001-25,000USD: All of the above and <ul style="list-style-type: none"> ▪ visit the project site on an as-needed basis. The international sponsor must share information via correspondence or by visiting the project site. Major Matching Grants 25,001-150,000USD: All of the above and <ul style="list-style-type: none"> ▪ provide evidence of a community needs assessment; ▪ provide information indicating how the project is viable and will be maintained; ▪ provide evidence of community involvement and ownership. | | | | | | | | | | | | | | | | | |
| Maximum Award | 20 % of District Designated Funds based upon 60% of giving three years prior There is no minimum award | Maximum funding based on length of stay <table border="1" style="width: 100%;"> <tr><td>5-8 days</td><td>1,200USD</td></tr> <tr><td>9-15 days</td><td>2,000USD</td></tr> <tr><td>16-21 days</td><td>3,000USD</td></tr> <tr><td>22-30 days</td><td>3,500USD</td></tr> <tr><td>31-38 days</td><td>3,900USD</td></tr> <tr><td>39-46 days</td><td>4,300USD</td></tr> <tr><td>47-54 days</td><td>4,700USD</td></tr> <tr><td>55-60 days</td><td>5,000USD</td></tr> </table> Maximum per group-6,000USD There is no minimum award | 5-8 days | 1,200USD | 9-15 days | 2,000USD | 16-21 days | 3,000USD | 22-30 days | 3,500USD | 31-38 days | 3,900USD | 39-46 days | 4,300USD | 47-54 days | 4,700USD | 55-60 days | 5,000USD | US\$2,000 | US\$150,000 The minimum award is US\$2,001 |
| 5-8 days | 1,200USD | | | | | | | | | | | | | | | | | | | |
| 9-15 days | 2,000USD | | | | | | | | | | | | | | | | | | | |
| 16-21 days | 3,000USD | | | | | | | | | | | | | | | | | | | |
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| Limit on # of grants | 1 per District per year | Maximum award to one project site of 6,000USD per activity. Individual Grants will only support an individual volunteer no more than two times per Rotary year. | The host sponsors are limited to five open Matching Grant projects at any given time. | |
| Reporting Requirements | Recipients of District Simplified Grants shall submit final reports within two months of the full expenditure of grant funds. Failure to adhere to the TRF policies and guidelines in the implementation of projects and expenditures of funds will result in the district returning misused grant funds in their entirety and being barred from receipt of future grants for a period up to five years. | The host club must provide a completed post-service evaluation form. The applicant(s) must provide a final report. Failure to provide accurate and timely reports will result in barring the club from receiving future grants until an acceptable report is received. | Both international and host sponsors must work together to prepare and submit interim and final reports. Sponsors are required to submit an interim report every six months for the life of the project. A final report is due two months after the project's completion. Failure to provide accurate and timely reports will result in barring the sponsors from receiving future grants until an acceptable report is received. | |
| Brief overview of requirements | <ul style="list-style-type: none"> ▪ Explanation how Rotarians will be involved in the implementation of the project and oversight of expenditures ▪ For amounts above 25,000USD, payments will be made in installments based upon a spending plan ▪ Must respect the wishes of the receiving community | <ul style="list-style-type: none"> ▪ Applications must be submitted four months prior and approved eight weeks prior to scheduled departure ▪ A maximum grant to one project site of 6,000 USD per activity ▪ Individuals must register as a Rotary Volunteer ▪ The host club must provide a letter of invitation that confirms the skill/project is needed in the community ▪ The sponsoring club must provide a letter of endorsement from the current club president for the individual applying for the grant. | <ul style="list-style-type: none"> ▪ Must benefit a community in need ▪ A significant portion of contributions must come from outside the project country ▪ Must submit an itemized budget and names of suppliers. | |