

# Rotary District 5910

## Grant Program

**Under the District Grant, The Rotary Foundation is providing an opportunity for Rotarians to use District Designated Funds (DDF) to undertake projects in our own communities, our countries, or in other countries. Administration of the District Grant Program is by the Grant Committee of the District.**

The District Grant Program will provide funding for vocational, community, and international service projects that involve the active, personal participation of Rotarians. The projects should serve as a means of enhancing the community and/or country and improving the lives of the less fortunate where Rotary clubs and districts are present.

### Application Process

---

Deadline for District Grant Applications will be **1 June**. Clubs must be Qualified with a signed MOU on file. Applications will then be considered by the Grants Committee.

Questions can be sent to:

#### District Grant Committee

Walter Hinkle, Chair

Phone: (855)775-4800

Direct: (979)361-3301

Email: [whinkle@laseranswering.com](mailto:whinkle@laseranswering.com)

Address: 2405 Texas Avenue South, Suite 306  
College Station, TX 77840

### Program Criteria

---

Requests for District Grant Program Awards must meet the following requirements, i.e.

- a) Projects must not directly benefit a Rotarian; an employee of a club, district, or other Rotary entity or of Rotary International; or a spouse, lineal descendent, spouse of a lineal descendant, or an ancestor of any living Rotarian or Rotary employee.
- b) Projects must not fund existing projects or activities primarily sponsored by another organization or fund operating expenses of another organization.
- c) Project funds may not be used for travel, salaries, or other administrative overhead costs.
- d) Projects must be Rotary-sponsored and publicly identified as such.
- e) Projects must not involve liability on the part of District 5910, Rotary International or its Foundation except to provide the amount of the grant.
- f) Program funds may not be used to reimburse applicants for projects already initiated or completed.
- g) Funds may not be used to purchase land or buildings or to construct substantial buildings. Funds must be used in compliance with the Foundation's policies on construction and renovation.
- h) Project funds should not be used to fund the ongoing projects of a Rotary club or district. This does not prevent the replication of successful projects that will benefit additional communities and/or clientele.
- i) Projects that receive funds must be of a short-term nature with the expectation that they will be completed within the Rotary year. Funds must be forwarded to an account established for the project. Sponsors must provide written interim reports every six months for the life of the grant and a final written report is due within two months of a project's completion.
- j) Project sponsors must agree to work within the Trustee-established Stewardship Guidelines and utilize

the Financial Guidelines and Regulations for Humanitarian Grant Projects.

The Foundation expects Rotary sponsors to appoint three Rotarians who will provide oversight and management of award funds and who will serve as contacts for The Rotary Foundation and the District Grant Committee.

## Reminders

---

- # Be specific when describing Rotarian activities. Include details such as the number of Rotarians involved and how often the activities will take place.
- # All cooperating organizations must submit a letter stating its role in the project and how Rotarians will interact with the organization.
- # Be sure to itemize the budget and provide a clear explanation of each item. The budget should match the grant request; however, if there is a difference, please explain how the sponsor will provide for the balance.
- # Clubs must be Qualified with a current MOU signed on file.
  
- # Project must be completed and the **final report filed with all project receipts by May 1.**

**DG funds must be controlled by the Rotary Club and not assigned to another organization.**

## Criteria

---

- All proposed projects must be submitted to the Grants Committee by **1 June.**
- District Grant requests: **\$1,000 minimum - \$3,000 maximum.**
- Limit of **one** District Grant per club.
- Local club support of the project must be at least **equal the amount requested in the application.**
- Projects must be initiated upon receipt of monies or the funds returned to District 5910.
- District Grant must be for a new project or a project that targets new and different clientele.
- Final Report to be submitted by May 1.
- Clubs will be penalized for late reports.

The **Grant Committee** will review all projects and rank them according to the following guidelines:

- Number of people that will be affected in the community
  - Need for project
  - Club Participation
  - Club's ongoing Involvement with the Project
  - Club's previous 3 year's contribution to the Unrestricted Annual Fund of The Rotary Foundation
1. Do the applicant clubs:
    - a. Have a positive history of giving to TRF on a per capita basis?
    - b. Have members who participate in District activities?
    - c. Have a successful history of timely completion and reporting on previous grants. (The Grants committee welcomes working with new clubs )
  2. Are applicant clubs current in payment of dues to RI and the District?
  3. Clubs are required to be qualified annually in order to receive a District Grant, which includes signing of the Memorandum of Understanding.
  4. Club District Grant projects are not required to be sustainable or measureable, as are Global Grant Projects. Neither are they required to be in one of the 6 focus areas for Global Grants

The Club and its officers and directors agree to defend, indemnify, and hold harmless Rotary International (RI), The Rotary Foundation (TRF), District 5910 (D5910), their respective officers, directors, trustees, employees and volunteers from any and all damages, losses, judgments, costs, fines, awards, liabilities, or expenses, including without limitation reasonable attorney's fees and costs of litigation, assertion or recovered from RI/TRF/D5910, that result or arise directly or indirectly from the implementation of the project.