

Make the most of The Rotary Foundation



WORLD COMMUNITY SERVICE

Message from DG Kevin Conway

INTRODUCTION

The Rotary Foundation was formally established in 1928, for the purpose of promoting world understanding and peace through humanitarian and educational programs. The Foundation derives its financial support almost exclusively from individual Rotarians and Rotary clubs, and it is these financial contributions which make possible the program benefits to countless thousands of people all over the world. The Rotary Foundation, therefore, invites all Rotarians to make a **contribution of US \$100 each year to the Foundation's Annual Programs Fund.**

50% of these contributions from Rotarians and Rotary clubs come back to **District 5040** to fund matching grants for club and multi-club international projects, as well as district simplified grants available for local community projects. The remaining **50%** of contributions and more is also available by way of **Matching Grants from The Rotary Foundation.**

We are fortunate in District 5040 to have a team of dedicated, knowledgeable and experienced Rotarians ready to assist clubs in preparing matching grant applications. This team is lead by **Dave Dickson**, and is represented in various geographic areas across District 5040 by area representatives who can answer questions or obtain necessary information. Contact details for team members are listed in the District directory.

Rotary International District 5040

World Community Service

Making the most of Rotary Foundation

- Find a partner
- Find a project
- Complete an application
- Implement the project
- Complete a report

To find funding

- Health, Hunger & Humanity Grants
- Matching Grants
- District Simplified Grants
- Individual Grants



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“Wouldn’t it be great if everything in life came without instructions? But that’s never the way that it works, especially with the things that could really use a little explanation.

The Rotary Foundation, the mission is simple, but the inner workings is very complex. To help, we have put together a brief guide that takes you along the path.



Granting wishes— how to get and use a grant from the Rotary Foundation.

1. FIND A PARTNER

Network your way to the right match by using all of your Rotary resources and contacts, you can find a partner through the World Community Service Projects exchange data base http://www.rotary.org/programs/wcs/wcs_program/about.html#top build on relationships formed through a Group Study exchange, or meet a like minded Rotarian through an international meeting, or while traveling or volunteering abroad.

When the World Community Service (WCS) community developed their strategic planning it was suggested that the clubs should also involve their WCS area representative. (Contacts attached-appendix 1)

2. FIND A PROJECT

Start by assessing the needs of those you would help. A thorough assessment should gather information about the problems facing a community. It should also evaluate the host’s clubs and community’s strengths, as well as opportunities for a project and possible hindrances.

In our district, we are suggesting either a single club project or partnering with a multi-club Project, e.g. Art and Leslie Erasmus of the Ginir water project or Free the Children at <http://www.freethechildren.com/index.php> . Also some of the Vancouver clubs are doing the Honduras School Vegetable Garden Program.

3. COMPLETE AN APPLICATION

Do the paperwork. This is the last step in the long process of preparing to receive a grant. Once your application is completed, it is then sent to the District

Grant Sub-committee for review and signature. For this year your contact is Wilbur Walrond 604-231-9533, walrondrealty@shaw.ca. By the time the partners fill out the application, they should already know the answers to the questions on the form.

Here is some advise :

- Complete the entire application <http://www.rotary.org/newsroom/downloadcenter/doc/141en.dot>
- Make sure that you are up-to-date with reporting on prior grants. Your new application will be returned if a report from another grant is overdue.
- Complete the application using research gathering by expert Rotarians. The success of humanitarian grant projects often relies heavily on the selection of project contacts who are technologically savvy, well-organised, detail-oriented communicators.
- Ensure that the host and international partners are fully – and equally – supportive of the project.
- Communicate all club and district leadership appointments to Rotary International.
- Discrepancies between club and district records and RI records can lead to delays in grant processing.
- Respond quickly to the Foundation’s inquiries.
- Select project committee members who know the language of the partnering country. Reducing the language barriers facilitates effective communication.



Making the most of The Rotary Foundation cont'd . . .

4. IMPLEMENT THE PROJECT

Work together and keep lines of communication open. During implementation, the host and international partners are expected to work together closely and be actively involved in the project. The Foundation must approve any changes to the project's plan or budget and progress reports need to be submitted regularly to the foundation.

5. COMPLETE A REPORT

Follow up – and don't forget the details. Progress reports must be submitted to the Foundation every 12 months; a final report must be submitted within two months of the project's completion. Sponsors should read the forms for the report before applying for a grant so they know from the beginning what is

expected.

Reports must include:

- A detailed description of the project's accomplishments
- A full description of Rotarian oversight, management, and involvement in the project
- A statement delineating income and expenditures
- A bank statement corresponding to the statement of income and expense
- A narrative statement about the impact on the community.

How to Find Funding

1. HEALTH, HUNGER AND HUMANITY GRANTS

Health, Hunger, and Humanity (3-H) Grants are awarded to fund large international long-term, self-help, and grassroots development projects that use an integrative approach to address humanitarian needs. An integrative approach incorporates multiple program components to address humanitarian needs, including a combination of sustainable activities such as: training, community participation, Rotary Community Corps, capital assets, and technical expertise from Rotarian and other sources.

Projects must be self-sustaining after the 3-H Grant funds have been spent. All projects must involve Rotary clubs and districts in at least two different countries with a significant number of Rotarians actively participating in the project. The primary host and international sponsor clubs/districts of a 3-H application must have successfully worked *together* as primary sponsors of a Matching Grant project within five years of submitting their 3-H application to be eligible for consideration. 3-H Grant

sponsors must provide a minimum contribution of 10 percent of the total 3-H grant award amount.

2. MATCHING GRANTS

Through Matching Grants, The Rotary Foundation matches contributions raised by Rotary clubs and districts for international humanitarian projects involving Rotary clubs or districts in two or more countries. Frequently, these are (WCS) [World Community Service](#) projects.

The Rotary Foundation provides a 1:1 match for District Designated Funds [SHARE](#) contributions and a 0.5:1 match for new cash contributions.

How to apply

Applications are accepted from 1 July to 31 March and approved from 1 August to 15 May. Requests over US\$25,000 will be considered by the Trustees at the biannual meetings; therefore, applications must be received and completed by 1 August for consideration at the October meeting and by 1 January for consideration at the April meeting.



How to Find Funding cont'd . . .

Download applications for Matching Grants <http://www.rotary.org/newsroom/downloadcenter/doc/141en.dot> (Word).

Information on how to fill out a Matching Grant application and the application process can be found in *The Guide to Humanitarian Grants*, which will be available October 2006.



nity. With the new name change, the following list is a summary of some of the other changes:

- Only active Rotarians are eligible to travel. Spouses who are not Rotary club members but who are qualified to serve may accompany a team but may not serve as the team leader or

travel without a team

3. DISTRICT SIMPLIFIED GRANTS

District Simplified Grants (DSGs) are a tool for Rotary districts to support short-term, humanitarian projects that benefit the community. Districts can request up to 20 percent of District Designated Funds (DDF) for a grant to support multiple projects locally or internationally. In District 5040, the club must match the request up to \$1,000.00 dollar for dollar.

How to apply

District Rotary Foundation chairs and district governors-elect are strongly encouraged to submit a completed District Simplified Grant Request to The Rotary Foundation in the Rotary year prior to funds being available. As well as being available online, district leadership also receives the [DSG Request form](http://www.rotary.org/newsroom/downloadcenter/pdfs/153en_write.pdf) (PDF) http://www.rotary.org/newsroom/downloadcenter/pdfs/153en_write.pdf yearly by mail. Requests may be submitted between 1 July and 31 March. Funds will be made available in the following July.

Clubs interested in receiving DSG funds must contact their district leadership. Funds are only made available to the district.

4. MATCHING GRANTS

Volunteer Service Grants (VSGs) are now replacing Individual Grants. This name change more closely reflects the intention of this program and better defines what The Rotary Foundation is funding. Whether you are traveling to Africa to help plan a project or traveling to India to provide dental service, you are volunteering and serving the commu-

- Minimum stay for direct service grants is 10 days at the project site
- The award is now a flat grant with US\$3,000 available to an individual or \$6,000 available for a team of up to five members
- Remaining funds may be used for project related costs per the terms and conditions
- Receipts are required for single expenditures over \$75
- The agreement form and the payee information are included in the application to expedite payment
- Applications *must* be received three months prior to departure and be complete for approval two months prior to departure
- Eligibility for travelers is based on 1) a defined community need; 2) a need that can be met by the experience and skills of the Rotarians/team and 3) an understanding that the skills and experience are not available in the community. Start planning now with the host club and/or district to ensure adequate documentation of pre-application plans.

The new applications and terms and conditions are available for [download](http://www.rotary.org/newsroom/downloadcenter/foundation/humanitarian.html#vsg) <http://www.rotary.org/newsroom/downloadcenter/foundation/humanitarian.html#vsg> . Applications will be accepted starting 1 July 2006 for travel starting 1 October 2006. Individual Grant applications will not be accepted.