

District 7150

District Simplified Grant Criteria and Guidelines

A District Simplified Grant (DSG) is a tool to enable the district and/or its clubs to support short-term humanitarian projects that benefit the community either locally or internationally.

Criteria / Requirements

DSG's must comply with the Terms and Conditions of District Simplified Grant Award and Acceptance, which are similar for all grant programs. DSG's must respect the wishes of the receiving community, and if international, must strive to understand, appreciate and respect its country's traditions and cultures.

DSG's require the direct involvement of Rotarians by:

- Assessment of community needs and development of a project plan
- Establishment of a committee of at least two 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

Use of Funds:

Grants must:

- Respect the wishes of the receiving community
- Improve the well-being of members of the community
- Be used in an activity a Rotary club in the district is organizing

Grants may NOT be used for:

- The establishment of a permanent foundation, trust or interest-bearing account
- Directly benefiting a Rotarian other than for services rendered in the normal course of the Rotarian's business
- Purchasing land or building
- constructing or renovating a structure in which the benefiting individuals either live or are employed
- Salaries, stipends, or honorariums for an individual or individuals
- Supporting the operating or administrative expenses of any organizations
- Tertiary education activities, research, or personal or professional development
- International travel

Examples for which a grant may be provided include freight associated with international projects, educational and occupational training, literacy and numeracy, medical care and medical equipment, combating disease, and aiding the disabled.

Reporting

Submit an interim report every six months and a final report within two months of the conclusion of the project to the district Foundation Committee. The interim report is to set out project progress and actual and future expenditure against the original budget. The final report is to provide photographs and media coverage and actual expenditure against budget.

Publicity

The club should obtain recognition of the contributors to the project through the media and, if practical, a plaque should be mounted on or near the project site.

Time Limits

- Applications must be received between January 1st and March 31st in any one Rotary year.
- Applications will be considered by the District Foundation Committee at the meeting to be held on the 3rd March, 2007, and if any funds remain after the committee meeting on a rolling basis until funds are depleted
- A final report is due no later than two months upon completion of a project. Should the project extend beyond six months, interim reports are due every six months. (Report Forms can be obtained from the District Simplified Grants Committee Chair)
- The district must submit a final report to the Foundation Trustees before the end of the Rotary year in which the grant was awarded. Any club not completing and submitting its report on time will risk the district being refused an award for the following year.

Eligible	Ineligible
Revolving loans/micro-credit	Establishment of a foundation, permanent trust, or long-term interest-bearing account
Short-term rent or lease of buildings	Construction or renovation of any structure in which individuals live, work, or engage in any gainful activity. This includes buildings, containers, mobile homes, or structures where individuals carry out any type of activity, such as manufacturing, processing, maintenance, or storage, including provision of new services or upgrade of facilities
Purchase of equipment or appliances	Provision of plumbing or electrification inside buildings
Short-term and/or contracted labor for project implementation	Salaries for individuals working for another organization
Administrative expenses for project activities	Operating or administrative expenses of another organization
Primary and secondary education, tuition, transportation	Post secondary education activities, research, or personal or professional development
Domestic travel	International travel
Detailed, itemized expenses	Contingencies, miscellaneous expenses
Assistance to land mine victims	Land mine removal
Publicity expenses such as newspaper fees, or printing of posters, brochures, or fliers to inform the community of an available service	Rotary signage
Vaccines and immunizations, if the project is consistent with the criteria, procedures, and policies of the Polio Plus program and World Health Organization	Transportation of vaccines or immunizations by hand over national borders
New Rotary-sponsored projects not already in progress or completed	Projects already undertaken and in progress, existing projects, activities primarily sponsored by a non-Rotary organization, or projects already completed
Maternal and prenatal health and education	Purchase and distribution of birth control devices and ultrasound equipment for use in gender determination
Budgeted and itemized humanitarian goods	Unspecified or cash donations to beneficiaries or cooperating organizations
Humanitarian or service activities benefiting a community in need	Fundraising activities, expenses related to Rotary events such as district conferences or anniversary celebrations or entertainment activities that do not include a humanitarian aspect
Secular, non-religious activities that benefit a community in need	Projects that support purely religious functions at churches and other places of worship
Community beautification activities	Beautification activities in areas that are not readily accessible to the general public