

2024-25 GRANT MANAGEMENT SEMINAR

Rotary District 7600

March 18th 2024

DISTRICT 7600 GRANTS COMMITTEE (2024-2025)

DRFC: John Padgett
jpadgett@mcguirewoods.com

DISTRICT GRANT TEAM

| | |
|------------------------------|------------------------------------|
| Sarah Saville (Chair) | sarahmsaville@gmail.com |
| Al Mink | almink@systemsspirit.com |
| Lee Harris | harris2806@comcast.net |
| Carol Woodward | woodward739@gmail.com |
| Raghavan Sadagopan | Rotarian.Raghavan@gmail.com |

GLOBAL GRANT TEAM

| | |
|------------------------------------|--|
| Adeeb Hamzey (Chair) | adeeb.hamzey@gmail.com |
| Ray Spencer | rspencer@jamesriverarchitects.com |
| Adeeb Hamzey | adeeb.hamzey@gmail.com |
| Al Mink (Reporting Officer) | almink@systemsspirit.com |

Scholarships Chair: Mike Little
mwlittle@vcu.edu



GMS OBJECTIVES

By the end of today, Participants will be familiar with

- The types of grants that can be funded
- How the District receives the funding for grants
- How to apply for a District Grant
- Where to enter the Club's Foundation Goal on myrotary.org
- Observe a live grant application & reporting demonstration in DACdb.com

SOME FOUNDATION BASICS

Mission: The Rotary Foundation helps Rotarians to advance world understanding, goodwill, and peace by improving health, providing quality education, improving the environment, and alleviating poverty.

Financial Structure: The Rotary Foundation is organized as a public charity operated exclusively for charitable purposes and governed by a Board of Trustees. The operations of Rotary International, a member organization, are overseen by its Board of Directors.

Rotary International

The Board of Directors establishes policy for Rotary International and provides guidance that helps our clubs thrive. Clubs elect the members of the Board every year at the Rotary International Convention, and each director serves for two years.

Rotary Foundation

The Board of Trustees manages the business of The Rotary Foundation, the charitable arm of our organization that funds service activities. The RI president-elect nominates the trustees, who are elected by the RI Board to four-year terms.

SOMETHING TO BE PROUD OF



4

star charity - Charity Navigator's highest level



88%

of funds are spent on program awards and operations



Rotary Foundation receives highest rating from Charity Navigator for 14th consecutive year

Source: [Rotary Foundation](#)



ROTARY FOUNDATION PROGRAMS

District Grants

Projects

Rotary Peace
Fellowship

Global Grants

Projects

Scholarships

Vocational Training
Team

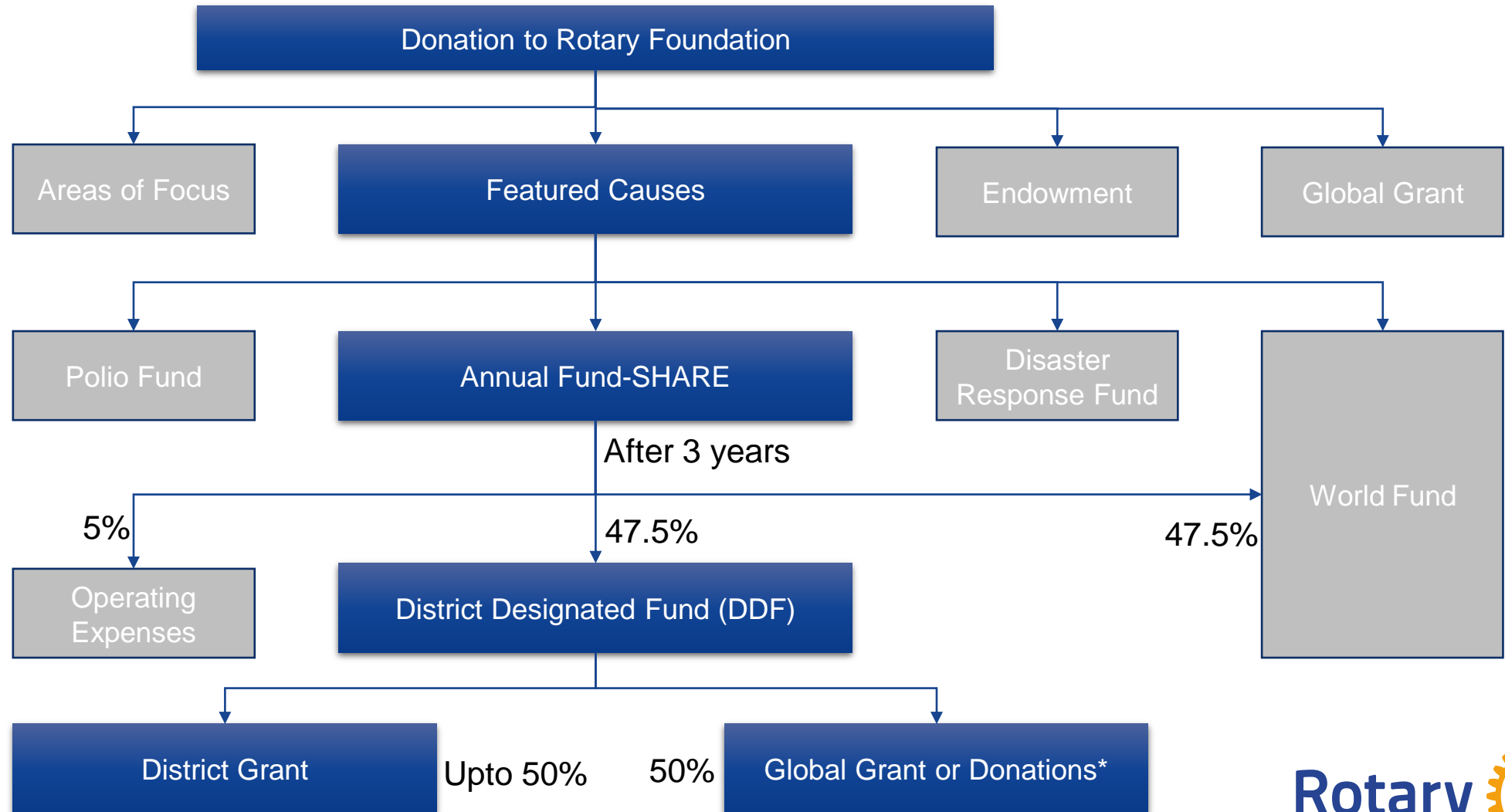
Programs of Scale
Grants

Disaster Response
Grants

PolioPlus

DISTRICT DESIGNATED FUNDS

HOW DOES THE DISTRICT GET THE FUNDING?



The DDF is based on the District contribution to the Rotary Foundation three years ago



*Donation options include PolioPlus, peacebuilding programs, pooled endowed funds, the World Fund, Disaster Response Fund, or another district.

DDF IN 2024-25 ROTARY YEAR

- 2024-2025 DDF will be ~\$280,000
- Available for District Grants ~\$140,000
- Available for Global Grants ~\$140,000 + *Carryover from prior years*

GRANTS

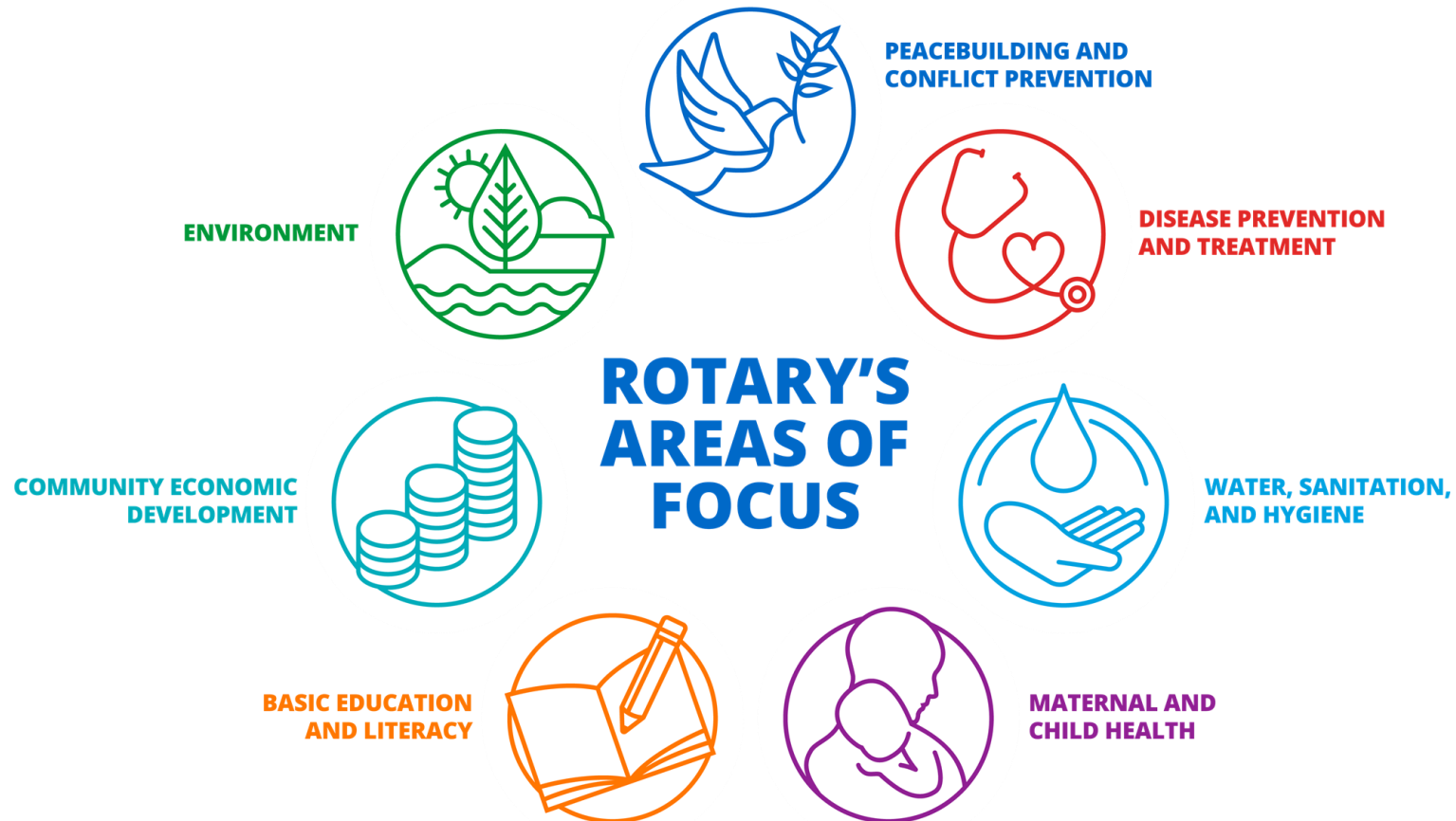
DISTRICT GRANT VS GLOBAL GRANT

District Grants

Fund smaller-scale, short-term projects that address immediate needs in your community or abroad. They range < \$30,000

Global Grants

Support large international projects with long-term, sustainable outcomes in one or more of Rotary's areas of focus. They range from \$30,000 to \$400,000

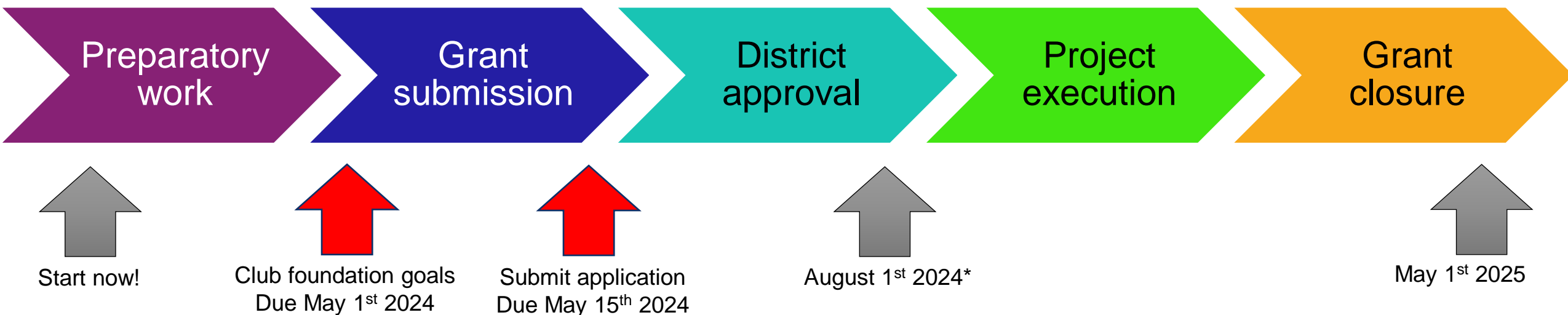


DISTRICT GRANT

WHAT IS A DISTRICT GRANT

- Small scale, short-term activities in your communities and abroad
- Overall Project budget < \$30,000
- Same areas of focus as global grants
- \$5000 per Rotary Club; \$2500 per Rotaract; \$1500 per Interact Club
- Max \$25,000 DDF towards project

DISTRICT GRANT LIFECYCLE



* TRF Block Grant approval and receipt of funds from TRF (Timing contingent upon TRF)

LIFECYCLE: PREPARATORY WORK

Preparatory work

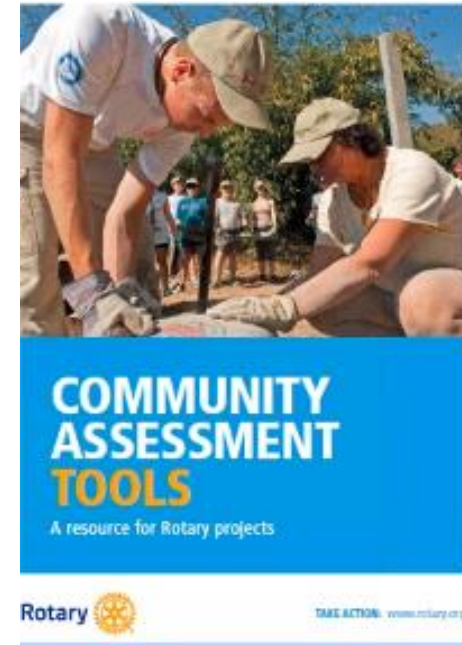
Grant submission

District approval

Project execution

Grant closure

- Each Club must execute a Memorandum of Understanding (“MOU”) AND upload the executed MOU(s) to DACdb
- The 2024-25 Rotary Club President (current PE) must submit the club’s 2024-25 Foundation Goals in Rotary Club Central before May 1, 2024
- Have at least one club member attend a Grants Management Seminar (“GMS”)
- Develop a project based on an identified “**Community Need**”
- Use the **Grants Module in DACdb** to apply for the Grant. Add the required Email signatories for the year 2024-25 in DacDB
- **Close out any open Grants from the past year**
- No repeat projects



LIFECYCLE: GRANT SUBMISSION

Preparatory work

Grant submission

District approval

Project execution

Grant closure

Project Budget = District Contribution + Club Contribution

- District contribution
 - \$5000 limit per Rotary club
 - \$2500 limit per Rotaract Club
 - \$1500 limit per Interact Club
 - Maximum of 5 Rotary Clubs
 - Maximum of 2 Rotaract Clubs
 - \$25,000 DDF max per project
- Club contribution
 - At least 10% of the project cost

Plan a budget

Use Zero-based budgets and be sure to include estimates/documentation of requested expenses

CONSIDER PARTNERING with a Rotaract Club or Interact Club

Document how ALL CLUBS WILL BE ENGAGED IN THE PROJECT

LIFECYCLE: GRANT SUBMISSION

Preparatory work

Grant submission

District approval

Project execution

Grant closure

- Target a project within the Rotary areas of focus
- Document how the project is sustainable
- All participating clubs are in good standing with RI
- Each Club must execute a Memorandum of Understanding (“MOU”) AND upload the executed MOU(s) to DACdb. That means: Print, sign, scan, & upload (Rotary/ Rotaract/ Interact)
- Lead club completes Grant Module in DACdb before May 15th 2024

LIFECYCLE: DISTRICT APPROVAL

Preparatory work

Grant submission

District approval

Project execution

Grant closure

- District Grants Committee reviews each grant on a first come first serve basis and approves all or part of the club grant
- A Spending Plan is created, noting each approved club grant, and sent to TRF for approval
- TRF sends District Grant funds to the District as a block grant
- District 7600 funds Club grants per the approved Spending Plan

**Do not start the Project before
receiving the Grant money from
the District**

**DDF contribution will be issued around
August 1st**

LIFECYCLE: PROJECT EXECUTION

Preparatory work

Grant submission

District approval

Project execution

Grant closure

- Wait to start the Project until TRF approves the District Spending Plan— generally around August 1st
- Contact the Grants committee if you need to change the scope of the project
- Keep records for audit purposes
- Do have a Public Image plan using Rotary Branding. **Publicity, publicity, publicity!**

LIFECYCLE: GRANT CLOSURE

Preparatory work

Grant submission

District approval

Project execution

Grant closure

- Clubs Submit final reports to District through DacDB
 - Copies of all Invoices & Receipts
 - Copies of both side of all checks
 - Pictures of the project
 - Details of Rotarian/ Rotaract/ Interact Engagement
- Maintain records for five (5) years
- District reviews the final report and closes the grant
- District submits final report to TRF

CONFLICT OF INTEREST

- Exists when a Rotarian benefits financially or personally from a grant
- Benefit can be direct to a Rotarian or indirect to an associate of the Rotarian

IMMEDIATE DEADLINE

- Before May 1st Close the 2023 – 24 District Grant
- Before May 1st Add club foundation goals in Rotary Club Central
- Before May 15th Submit the Grant application

KEY TAKE-AWAYS FOR EACH CLUB

- Sign & Upload the “MOU” or NO grant!
- Attend a GMS or NO grant!
- Enter GOALS by MAY 1 or NO grant!
- Submit grant application by May 15th or NO grant!
- Submit Final Report for 2023/24 grant by MAY 1, 2024 or NO grant!
- No repetitive projects or NO grant!
- Sustainability projects or NO grant!
- Do not start the Project before receiving the Grant money from the District
- Use the Grant to make a difference in your community

**DEMO: Entering
goals at ROTARY
CLUB CENTRAL**



- Club Goals
- Global Summary
- Trends
- Service Projects
- Resources
- Reports
- Contact Us

Club Goals

Choose and set the goals your club will focus on and track progress.

View Club: All Clubs

Find your club in the drop down list

Rotary Club of Innsbrook (Richmond)

5 of 18 Achievement

2023-24

Make sure the appropriate year is listed

Enhance Participant Engagement

Increase our Impact

Expand Our Reach

Increase Our Ability to Adapt

All












The goals you select will appear below. To report progress or add, remove, or edit a goal, select EDIT.

Service participation

Show goal details and history

Social activities

Show goal details and history

-  **Club Goals**
-  Global Summary 
-  Trends 
-  Service Projects
-  Resources
-  Reports
-  Contact Us

Club Goals

Choose and set the goals your club will focus on and track progress.

View Club: **All Clubs** 

Rotary Club of **Innsbrook (Richmond)**

0 of 20 Achievement

< 2024-25 >
...

Enhance Participant Engagement **Increase our Impact** Expand Our Reach Increase Our Ability to Adapt All

Select "Increase our Impact"

Increase our Impact

 EDIT

The goals you select will appear below. To report progress or add, remove, or edit a goal, select EDIT.

Click "Edit"

Annual Fund contributions

> Show goal details and history

Service projects



2024-25 Innsbrook (Richmond) Goals

Enhance Participant Engagement **Increase our Impact** Expand Our Reach Increase Our Ability to Adapt All

SAVE **CANCEL**

Which goals will your club track this year? Browse goals by category and select only those you

Annual Fund contributions

[Show goal details and history](#)

Service projects

[Show goal details and history](#)

Add your club goals for all the categories before May 1st



PolioPlus Fund contributions

[Show goal details and history](#)


Don't forget to click "SAVE" post adding the club goals


Major gifts

 **Club Goals**


 Global Summary 

 Trends 

 Service Projects

 Resources

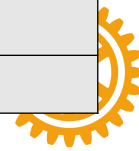
 Reports

 Contact Us

DEMO: Grant Module on DacDB

Timeline for 2024-2025 District Grants

| Activity | Responsibility | Due date |
|---|----------------|--|
| Club on-line applications available on D7600 database DACdb | Club | Available now |
| Final Reports for 2023 -24 due to District | Club | Now till May 1 2024 |
| District Grant Policy & Timeline for 2024-25 available on 7600 website | District | February 2024 |
| Grant Management Seminars for Rotary/ Rotaract Clubs (At least one member of your club is required to participate in one of the two Grant Management Seminar (GMS) programs to be qualified for a District Grant or Global Grant in the 2024-2025 Rotary year) | Club | February 24 th 2024 (Saturday / 9AM - 11AM) March 18 th 2024 (Monday / 6PM - 8PM) |
| District Grant - Q&A (District Grants team will be available to answer questions related to grant application) | Club | April 16, 18, 23, 25 2024 (6PM - 6.30 PM) |
| 2024-25 Foundation Goals entered on MyRotary.org | Club | May 1 2024 |
| Applications due to District Grants Subcommittee (no extensions of date) | Club | May 15 2024 |
| District Grants Sub-committee review of club applications | District | May – June 2024 |
| Submit spending plan to The Rotary Foundation (TRF) | District | June 2024 |
| D7600 Foundation Stewardship 2023-2024 Financial Review | District | July - August 2024 |
| TRF Block Grant approval and receipt of funds from TRF (Timing contingent upon TRF) | District | July – August 2024 |
| Announcement to clubs regarding Spending Plan | District | July – August 2024 |
| Notify recipients of awards and issue checks to lead club upon receipt of block grant from TRF | District | August 2024 |
| Implementation and completion of projects | Club | Aug 2023 – May 2025 |
| Final Reports for 2024 -25 due to District | Club | May 1 2025 |



THANK YOU

GLOBAL GRANT

GLOBAL GRANTS CAN FUND

- Humanitarian projects
- Scholarships for graduate studies
- Vocational training teams



HOW TO SECURE DDF FOR YOUR PROPOSED GLOBAL GRANT

- Review your proposed budget with Global Grants Committee
- Make individual and club donations to the Annual Fund in “honor” of the grant project.
- DRFC can approve DDF to replace “honored” giving (Cash Exchange Method-as funds available)
- Need more info? Ask

ROTARY SCHOLARSHIPS & PEACE SCHOLARS

Step 1: Application

- Contact Mike Little, District Subcommittee Chair mwlittle@vcu.edu to determine if candidate is eligible to be endorsed by Rotary District 7600. Must be prior to May, 2022. All Global Grant Scholar funding must be approved by John Padgett, District Foundation Chair.

Step 2: Submission

- Complete the application from the rotary.org website and download. Submit to District Subcommittee chair for review by May 31st, 2022. An interview is arranged with subcommittee with endorsement of local club

Step 3: Review

- Application is reviewed by the District Subcommittee. Recommendation forwarded to candidate and/or the Rotary Foundation in Chicago, ILL. by July 1st. Decision is made by November 2022 after world-competitive process

Michael W. Little (804) 350-0084 mwlittle@vcu.edu
District 7600 Subcommittee Chairperson

Rotary -building a network
of future leaders in the
world community through
Global Grant Scholars and
Peace Fellows



ROTARY PEACE CENTERS

