**ROTARY INTERNATIONAL DISTRICT 6780**

**DISTRICT GRANT APPLICATION MULTIPLE CLUB PROJECT FOR ROTARY YEAR 2020-2021**

#  (Applications due by January 31, 2020)

**Ensure that your clubs’** [**Qualification Plan a**](http://www.rotarydistrict6780.com/MicrosoftDocuments/2016-17%20Grants%20Documents%20-%20MSWord/ClubFVQualificationPlan-67802015.doc)**nd** [**MOUs**](http://district6780.clubwizard.com/IMUpload/fv_launch_club_mou_en%20%281%29.pdf) **are completed and approved. We can’t approve your grant unless your clubs are qualified.**

**Have questions? Try the Grant** [**Timeline or**](http://district6780.clubwizard.com/IMUpload/District%20Grant%20Timeline%202013-2014.doc) **the** [**Grant Info and Instructions**,](http://district6780.clubwizard.com/IMUpload/DG_Info_Instructions_2013-2014.doc) **located on the district website.**

***This form must be typewritten. Type in the boxes and they will expand as you type.***

***If additional space is needed, please add an attachment.***

1. PROJECT SPONSOR LEAD CLUB: The Rotary Club of \_

ADDITIONAL PARTICPATING CLUBS:

Club #2

Club #3

Club #4

Club #5

1. PROJECT FUNDING:

A.. Amount of requested DG grant funds: $ (minimum of $500, maximum of $5,000 per club)

* 1. Amount of Lead Club’s matching funds: $ \_ Amount of Club #2’s matching funds: $ \_

Amount of Club #3’s matching funds: $ \_

Amount of Club #4’s matching funds: $ \_

Amount of Club #5’s matching funds: $ \_

# Total matching funds must equal or exceed requested DG grant

* 1. Funds from other sources, if any: $ \_

Total project cost (A + B + C): $

\_ ( Must match budget on pg. 6.)

1. PROJECT DESCRIPTION: (Boxes expand if typing on a computer. Use additional sheets as necessary.)
2. Project Name (2-4 words):
3. Humanitarian Need filled by this project:

District Grant Application for Multiple Club 2020-21

Rev 07/12/2019

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Check the TRF Focus areas/ humanitarian need that best fits your project**:**

# Peace and Conflict Resolution □ Disease Prevention and Treatment □ Water and Sanitation

* + **Maternal and Child Health □ Basic Education and Literacy**
	+ **Economic & Community Development □ Other\_ \_**

Project Goal and measurable objectives:

1. Project location or address. If there is a website for your project or location, include it here.
2. Need for the project. Describe in detail the need for the project and how you identified the need. What is the current situation?
3. Who will the project impact? Describe the target group for the project. Include the estimated number of people affected by the project.
4. Describe in a step by step fashion how the project will be conducted. Who will do what and when?
5. Project Outcomes and Impact - Describe how the project will benefit the community and/or improve the lives of those impacted by the project:
6. Describe the role of EACH of the participating Rotary clubs in the project.
7. Project Financial Control – Describe how you can demonstrate that Rotary funds are being properly spent. Examples: 1) have a committee for the project that does not include personnel related to the beneficiary or the cooperating organization. 2) Get competitive bids for major items to show that they are reasonably priced.
8. Sustainability – Will you install equipment that requires maintenance? Is the project an ongoing activity that requires ongoing funding? Describe how the benefits of the project will be sustained. This may include maintenance by a Rotary Club or a cooperating organization, or continued funding by a Rotary Club or others, or a search for ongoing funding?
9. TIMELINE: Project start date: Estimated completion date:

Estimated expenditure of funds date:

(Projects must begin after funding is approved and be completed by the May 31, 2021.)

1. NON-FINANCIAL ROTARIAN INVOLVEMENT – Other than providing funding, how will your clubs’ Rotarians actively participate in the project? List more than one role. (See examples in the [**DG checklist**.)](http://district6780.clubwizard.com/IMUpload/DG%20COMPLETION%20CHECKLIST2013.doc)
2. PUBLICITY - How will you ensure that the general public knows this is a Rotary project? Provide details on how you will publicize this project.
3. RESPONSIBLE ROTARIANS: List the Rotarians from your clubs that will be responsible for project oversight, funds management and successful completion. The Primary contact will ensure that all reports, budget receipts and documentation are submitted to the DG committee.

**Lead Club Primary contact name**: Rotary title/position:

Street address :

City: Zip:

Telephone: Fax: E-mail:

**Lead Club Secondary contact name**: Rotary title/position:

Street address :

City: Zip:

Telephone: Fax: E-mail:

**Club #2 contact name**: Rotary title/position: Street address :

City: Zip:

Telephone: Fax: E-mail:

**Club #3 contact name**: Rotary title/position: Street address :

City: Zip:

Telephone: Fax: E-mail:

**Club #4 contact name**: Rotary title/position: Street address :

City: Zip:

Telephone: Fax: E-mail:

**Club #5 contact name:** Rotary title/position: Street address :

City: Zip:

Telephone: Fax: E-mail:

1. COOPERATING ORGANIZATIONS – If the project involves a cooperating organization(s), provide the name of the organization and provide a brief description of the role of the organization. Attach a letter from them specifically stating their responsibilities and how Rotarians will interact with the organization. By signing this application, the Rotarian sponsors endorse the organization as reputable, reliable and responsible. Name(s) and role(s) of cooperating organization(s) are:
2. BUDGET: Provide below, or attached, a complete, detailed and itemized budget for the entire project. Indicate what items DG funds will be used to purchase. (Please review the list of ineligible items in the guidelines first.) Please note that items cost need not necessarily be split evenly between DG and club funds.

The budget should be in the form:

Item Name Amount DG Funds Club Funds Other Funds

TOTAL BUDGET: $

(Must match funding total on first page)

1. REPORTS AND AUTHORIZATION :

A progress report is required on October 1, 2020 and a final report is required when the project is completed or no later than May 31, 2021.

Funds will not be released unless these reports have been filed with the District Grants Committee.

**A receipt for ALL items purchased** for the project must accompany the final report.

1. Has the [**Completion Checklist**](http://district6780.clubwizard.com/IMUpload/DG%20COMPLETION%20CHECKLIST2013.doc)been completed?

With my signature below, as president/president-elect of the Rotary Club of , I understand that all Rotary clubs/districts involved in this project are Qualified by District 6780 and responsible to the Rotary Foundation and District 6780 for the conduct of the project. I further understand that project progress reports are required on October 31, 2020 and that a final report is to be submitted within two months of the project completion (May 31, 2021 at the latest). I affirm that the club has voted to undertake this project and that this application is accurate, true and complete to the best of my knowledge.

LEAD CLUB PRESIDENT/PRESIDENT ELECT’S NAME (please print): \_

SIGNATURE /TITLE DATE

ASSISTANT GOVERNOR FOR PARTICPATING CLUBS (please print): \_

(The Assistant Governor’s signature is required on all Multiple Club applications.)

SIGNATURE DATE

Email this completed form to District Grants Chair David Carroll, dcarroll1960@aol.com

*And* Club Grant Coordinator Debbie Alexander-Davis, DebRotary6780@gmail.com

***Questions?*** Contact Rotarian Carroll via email or call him at

(423) 595-3503 (Cell), or Debbie, call (865) 717-3005 or 865-591-3350 (Cell).

Funding Made Possible through 2017-2018 Gifts made to the Annual Fund by District 6780 Rotarians

