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|  | **District Grant Timeline****2025-2026** |  |

1. **Project Planning**
	* President-Elect year: the Club identifies its District Grant project for Rotary Year 2025-2026.
2. **Club Qualification**
	* Two Club members (President-Elect and project lead recommended) attend District grant qualification training during Rotary year 2024-2025.
	* The *Club Memorandum of Understanding* and *Club Qualification Plan* (one combined document) must be submitted for the grant proposal to be considered (may be submitted with the application).
3. **Application**
	* Applications for the District Grants are accepted between October 27, 2024, and January 31, 2025.
	* Grants applications will be reviewed, and approvals announced beginning in February 2025.
4. **Funding**
	* Clubs may expect to get a grant for half of the project cost, up to the Club allocation.
	* Clubs should immediately notify the District Grant team if their project cannot be completed – this allows the funds to be reallocated to Clubs with pending projects.
5. **Execution**
	* Work on Club projects **may not begin** until the Club has been notified by the District that The Rotary Foundation has approved the District 6780 District grant package for 2025-2026 Year! (This should occur by June 1, 2025.)
	* Target date for District Grant completion: March 31, 2026
6. **Progress Report**
	* A progress report is due on October 1,2025.
7. **Completion**
	* The Project, except for the final report, should be completed by March 31, 2026.
8. **Closing Report**
	* A final report with receipts should be submitted within two months of completion of the project, but no later than May 31, 2026.
	* Reimbursement by the District grant will occur after the final report is approved **and** the funds have been transferred to the District by The Rotary Foundation.