

Rotary disaster response grants

Who: Districts.

What: Grant funds can be used to provide basic items such as water, food, medicine, and clothing.

When: Within the past six months.

Where: Grants are awarded to districts located in the affected area only.

Why: Support relief and recovery efforts in areas that have been affected by natural disasters.

Source: <https://my.rotary.org/en/document/terms-and-conditions-rotary-disaster-response-grants>

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KEY TERMS AND CONDITIONS FOR ROTARY DISASTER RESPONSE GRANTS:

- * Districts are responsible for identifying the needs in the communities affected and determining how funding could best meet their needs. The district will have the authority to distribute the funds it receives from TRF and is required to report on the use of funds spent on relief and recovery projects.
- * II. ELIGIBILITY GUIDELINES:
 - * Include the active participation of Rotarians
 - * Exclude any liability to The Rotary Foundation or Rotary International beyond the funding amount of the grant
 - * Be reviewed and approved by TRF **before** their implementation...
 - * Planning for grant activities prior to approval is encouraged, but expenses may not be incurred.
 - * After grant approval, any changes to the original project plan must be pre-approved by TRF.
 - * Comply with the Conflict of Interest Policy for Program Participants as outlined in section 30.040. of The Rotary Foundation Code of Policies.
 - * Include signage on, or in conjunction with, projects that identifies the role of the grant sponsors and The Rotary Foundation as outlined in section 40.010.2. of The Rotary Foundation Code of Policies and in accordance with Rotary's Voice and Visual Identity Guidelines.
 - * Grant applications and reports should not include beneficiaries' personal data (name, age or date of birth, or other identifying information) or images of the beneficiary unless (a) it is requested by TRF and (b) written consent of the beneficiary (or their parent or legal guardian) is provided.
 - * [Grants may] Allocate up to 3 percent of the grant award for grant-related administrative expenses such as bank fees, postage, software, and an independent financial assessment
 - * [Grants may] Allocate up to 20 percent of the grant award for contingencies, but all projects and activities added to the grant after it has been approved must then be approved by TRF before funds may be spent.
 - * Each health care professional who will provide services as part of the grant activities are expected to have a minimum of US\$500,000 in professional liability insurance coverage (a.k.a. errors and omissions liability).

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RESTRICTIONS:

1. Continuous or excessive support of any one beneficiary, entity, or community
2. Establishment of a foundation, permanent trust, or long-term interest-bearing account
3. The purchase of land or buildings
4. Fundraising activities
5. Expenses related to ... entertainment activities
6. Public relations initiatives, unless they are essential to project implementation
7. Project signage in excess of \$500
8. Operating, administrative, or indirect program expenses of another organization
9. Unrestricted cash donations to a beneficiary or cooperating organization
10. Activities for which the expense has already been incurred

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IV. HOW TO APPLY

- * Maximum grant amount is \$25,000.
- * Districts may apply for subsequent grants after successfully reporting on any prior disaster response grants.
- * To apply, the district governor and district Rotary Foundation chair must complete the Rotary Disaster Response Grant Application and send it to grants@rotary.org.

V. FUNDING AND PAYMENT

- * Rotary disaster response grant payments will be made only to a district-controlled bank account dedicated to disaster response or another district-controlled grant account. Payments will not be made to individual clubs.
- * The account must require at least two signatories for any transaction.

VI. COOPERATING ORGANIZATIONS

- * Cooperating organizations are reputable non-Rotary organizations or academic institutions that provide expertise, infrastructure, advocacy, training, education, or other support for the grant.
- * Cooperating organizations must agree to comply with all reporting and auditing activities required by The Rotary Foundation and provide receipts and proof of purchase as required.
- * Any funding provided to cooperating organizations must be used for specific project expenses.
- * The sponsoring district must maintain an itemized report of such expense.

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VII. REPORTING AND AUDITING REQUIREMENTS

- * Submit reports at least every 12 months after the initial payment is received, detailing the progress of the project(s).
- * It must also submit a final report within two months of the project's completion. Reports **must include**:
 - a. A full description of the project
 - b. The Rotary clubs involved
 - c. Any cooperating organizations involved in carrying out projects
 - d. The number of people who benefited from the project
 - e. How Rotarians participated in the project
 - f. A list of expenses
 - g. A **bank statement that correlates to the list of expenses**
 - h. **Receipts** appropriately cross-referenced to the list of expenses (when expressly requested by TRF)
- * Cooperate with TRF audits...
 - A. Return any unused grant funds that exceed \$500.
 - B. If \$500 or less remains, the district must use these funds for disaster response activities.



ROTARY DISASTER RESPONSE GRANT APPLICATION

Any district in an area that has been affected by a natural disaster may apply for a Rotary disaster response grant. The use of the grant must adhere to the [Terms and Conditions for Rotary Disaster Response Grants](#). The maximum grant amount is \$25,000. The district can choose if it wants to spend the full amount on a district-sponsored activity or distribute the money among clubs in the district that can carry out the activities. The district may apply for additional grants after it reports on any prior disaster response grants. To apply, the district governor and district Rotary Foundation chair complete this application and submit it to grants@rotary.org.

District number:	Click here to enter text.
Description of disaster:	Click here to enter text.
Location of disaster:	Click here to enter text.
Date of disaster:	Click here to enter text.

PRIMARY CONTACT

The primary contact must be either the district governor or district Rotary Foundation chair.

Name:	Click here to enter text.
Email:	Click here to enter text.
Role:	<input type="checkbox"/> District governor <input type="checkbox"/> District Rotary Foundation chair

SPENDING PLAN

List all proposed activities.

Club or district	Activity type	Activity description	Location	Amount (in US\$)
Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to	Choose an item.	Click here to enter text.	Click here	Click here

AGREEMENT

This Rotary Disaster Response Grant Agreement (Agreement) is entered into by The Rotary Foundation of Rotary International (TRF) and the District. In consideration of receiving this Rotary Foundation disaster response grant (Grant) from TRF, the District agrees that:

1. All information contained in this application is, to the best of our knowledge, true and accurate.
2. We have read the Terms and Conditions for Rotary Disaster Response Grants (Terms and Conditions) and will adhere to all policies therein.
3. The District shall defend, indemnify, and hold harmless Rotary International (RI) and TRF, including their respective directors, trustees, officers, committee members, employees, agents, associate foundations, and representatives (collectively, Rotary), from and against all claims, including but not limited to claims of subrogation, demands, actions, damages, losses, costs, liabilities, expenses (including reasonable attorneys' fees and other legal expenses), awards, judgments, and fines asserted against or recovered from Rotary arising out of any act, conduct, omission, negligence, misconduct, or unlawful act (or act contrary to any applicable governmental

order or regulation) resulting directly or indirectly from the activities undertaken in this Grant.


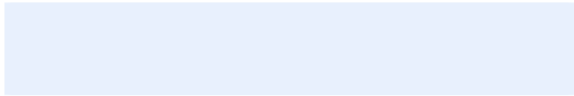
4. The failure of the parties to comply with the terms of this Agreement due to an act of God, strike, government regulation, war, fire, riot, civil unrest, hurricane, earthquake, or other natural disaster, acts of public enemies, curtailment of transportation facilities, political upheaval, civil disorder, outbreak of infectious disease or illness, acts of terrorism, or any similar cause beyond the control of the parties shall not be deemed a breach of this Agreement. In such an event, the Agreement shall be deemed terminated and the District shall refund to TRF all unexpended Grant funds within 30 days of termination.
5. TRF's entire responsibility is expressly limited to payment of the total financing amount. TRF does not assume any further responsibility in connection with this Grant.
6. TRF reserves the right to cancel the Grant and/or this Agreement without notice upon the failure of the District to abide by the terms set forth in this Agreement and the Terms and Conditions. Upon cancellation, TRF shall be entitled to a refund from the District of any Grant funds, including any interest earned, that have not been expended.
7. The laws of the State of Illinois, USA, without reference to its conflicts of laws principles, shall govern all matters arising out of or relating to this Agreement, including, without limitation, its interpretation, construction, performance, and enforcement.
8. Any legal action brought by either party against the other party arising out of or relating to this Agreement must be brought in either the Circuit Court of Cook County, State of Illinois, USA, or the Federal District Court for the Northern District of Illinois, USA. Each party consents to the exclusive jurisdiction of these courts, and their respective appellate courts for the purpose of such actions. Nothing herein prohibits a party that obtains a judgment in either of the designated courts from enforcing the judgment in any other court. Notwithstanding the foregoing, TRF may also bring legal action against the District and/or individuals traveling on Grant funds in any court with jurisdiction over them.
9. This Agreement binds and benefits the parties and their respective administrators, legal representatives, and permitted successors and assigns.

18 Items in Agreements Section . . .

See attached file for specifics

AUTHORIZATIONS

By signing below, I confirm that I have read and agree to the [Terms and Conditions for Rotary Disaster Response Grants](#) and the above Rotary Disaster Response Grant Agreement associated with my participation in this grant.

	Name	Signature	Date
District governor	Click here to enter text.		Click here to enter text.
District Rotary Foundation chair	Click here to enter text.		Click here to enter text.

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If your Clubs are unaccustomed to tracking Grants:

1. Setting a grant us as a project in Rotary Club Central might help, as it asks for the financial, volunteer and Rotarian head counts and associated costs (headcount*hours*\$7.50/hr ???)
2. Below is an example of a District level MExcel Spreadsheet that might be modified for your use. The DNA-RAG would be happy to review it on a separate call, upon request:

CONTACT INFORMATION					
Area	Mentor Assigned	Clubs	President-Elect (P-E)	President-Nominee (P-N)	email

Contact info.: <u>H</u> ome Phone <u>O</u> ffice Phone <u>C</u> ell Phone	2021-2022 Memorandum of Understanding (MoU) co-signed to DRFC Grants Chair Pam Ray, by April 15.	Attend virtual Grants Management Training 2021 2 Club Representatives attend Feb. Zoom, -or- watch the Zoom recording, by April 15.	Pre-Work Two Club Members complete and submit Grants Management Pre Work Checklist, by April 15.	Current Year Final Rpts (District Grants 2020-2021) due into DACdb Grants module. by May 15	2021-2022 District Grant Project requests and MoU entered into DACdb Grants module? (s/b by May 31)
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2021-22 Grants Status	draft 2021-22 Block Grant	KEY CONTACTS	P-PE-PN-T-FNDN	2021-22 D7690 Grants Timeline	2021-22 D7690 Allocation
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Rotary disaster response grants

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Below is an example of a District level MExcel Spreadsheet that might be modified for your use.

The DNA-RAG would be happy to review it on a separate call, upon request:

MENTOR REVIEW OF 2021-2022 CLUB GRANT APPLICATION				MENTOR REVIEW OF CLUB GR	
Club Leadership verifies 2021-2022 District Grant Project requests are approved in DACdb by June 30	Does the Club Qualify for the \$400 minimum District Allocation?	GRANT NAME and Project Number	Sum of Club(s) Grants amount does not exceed the club(s) District Allocation. Address Multi-Club Grants.	Grant not being used to reimburse clubs for projects: 1. already undertaken/in progress, 2. activities primarily sponsored by a non-Rotary org., 3. projects already completed.	Grant not for: 4. Personal svc.s, 5. Admin. Exp.s, 6. Certain types of travel.

ANT APPLICATION					
District Grants can not be used for: Fundraising activities, Project signs that cost more than \$1,000. Unrestricted cash donations to a beneficiary or cooperating organization.	Club MATCHING CHECK contribution = or > D7690 Allocation amount.	All project 'suppliers' can issue a dated, signed, itemized receipt and/or invoice?	ESTIMATED # of Rotary Volunteers (includes Family Members)	ESTIMATED Volunteer In-Kind \$\$\$ Hours*\$7.50 /hour [for Rotary Central rpt.]	Community Benefit included in Grant?

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Below is an example of a District level MExcel Spreadsheet that might be modified for your use.

The DNA-RAG would be happy to review it on a separate call, upon request:

MENTOR REVIEW OF CLUB GRANT FINAL REPORT				
Number of People benefited in Grant?	Club emails invoice(s) to District.	<p>Final Report includes:</p> <p>10. Description of 'realized Community benefit,</p> <p>11. # of Rotarians involved, # of Rotarian hours.</p> <p>12. List of all expenditures and receipts totaling the grant amount total (no receipts, no final report pass).</p>	<p>Evidence of Funds received by Recipient (one or more of the following):</p> <ul style="list-style-type: none"> • Recipient Acknowledgement Letter • Thank You Correspondence • Club Cancelled Check (Dollar value = or > Club allocation plus Club match) • Invoice of items purchased on recipient letterhead • Recipient Bank Statement with Check Deposit 	<p>Evidence of Funds Used As Intended (one or both of the following):</p> <ul style="list-style-type: none"> • Itemized Receipt(s) (Dollar value equal to or greater than Club allocation plus Club match) • Invoice of items purchased with zero balance or marked paid

<p>Other Items Club Needed:</p> <ul style="list-style-type: none"> • Club Bank Statement with District Check Deposit - OR - • Cancelled Check from District 	<p>Final Report e-Signed by two Club Representatives, from each club participating NO LATER THAN May 15.</p>	<p>Final Report Present & Complete (# Rotarians) (# People Impacted) (Budget Summary, Receipts, Rotarian Tasks, etc.) NO LATER THAN May 15.</p>	<p>Final Report Completed by Club Successfully in DACdb</p>	<p>Final Report Approved in DACdb by Mentor</p>
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Below is an example of a District level MExcel Spreadsheet that might be modified for your use.

The DNA-RAG would be happy to review it on a separate call, upon request:

					DFRC, Grants Chair, District G
Final Report Approved in DACdb by Claudia (DFRC) -AND- Lloyd (District Grants Chair)	District Final Report for all Clubs Approved by RI	ALL CURRENT YEAR Final Reports 2020-2021 DACdb APPROVED ASAP through May 15, 2021.	District Foundation Goals FOR NEW ROTARY YEAR 2021-2022 successfully input into Rotary Club Central NO LATER THAN May 15	MENTORS review ALL NEW ROTARY YEAR 2021-2022 Grant submissions. BY	DGC recommends to the GRANTS CHAIR AND DRFC ALL GRANT ALLOCATIONS to CLUBS BY
					GRANTS CHAIR AND DRFC APPROVE ALL GRANT ALLOCATIONS to CLUBS BY

rants Chair DELIVERABLES				
The District Block Grant has essentially four (1-4) components: 1. Club and multi-Club District Grant project/activities based on Rotary Club allocations complete?	2. District-sponsored project/activities approved by DG and DRFC?	3. Contingency amount for unforecasted projects/activities (not to exceed 3% of the District Block Grant amount) approved by DG and DRFC?	4. Administrative amount for administrative expenses associated with the District Grants Program approved by DG and DRFC?	DGC submits a Block District Grant to RI for District Designated Fund (DDF). BY July __.

2021-22 Grants Status	draft 2021-22 Block Grant	KEY CONTACTS	P-PE-PN-T-FNDN	2021-22 D7690 Grants Timeline	2021-22 D7690 Allocation
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