



District 6360 District Simplified Grant (DSG) Criteria and Guidelines

Criteria/Requirements

- DSGs must comply with the Terms and Conditions of District Simplified Grant Award and Acceptance, which are similar for all grant programs. The terms and conditions are available for download from www.rotary.org or by contacting The Rotary Foundation.
- DSGs must respect the wishes of the receiving community, and if international, must strive to understand, appreciate, and respect its country's traditions and culture.
- DSGs require the direct involvement of Rotarians by:
 - 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

Policies and Guidelines

- Projects must be **initiated by a Rotary club or district.**
- Grant funds cannot be used for:
 - Reimbursement of existing projects or projects already completed
 - Purchase of land
 - Construction or renovation of buildings intended for habitation
 - Salaries, stipends, or honorariums
 - Operating expenses of another organization

- Personal or professional development
- Excessive support of any one beneficiary, cooperating organization, or project
- International travel expenses

Time Limits

- Applications will be received between 1st January and 31st March in any one Rotary year.
- Applications will be considered by the District Foundation committee at the meeting to be held at a time acceptable to the Committee, following the March 31st deadline but not later than June 30.
- A final report is due no later than two months following 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.)
- Funds must be spent as soon as possible after the release of payment; and a final report submitted to the District Grants Subcommittee Co-Chair, Cheryl Vander Veen, by no later than the 1st June of the Rotary year that the grant was awarded.

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.

Failure to adhere to The Rotary Foundation policies and guidelines will result in the District returning misused grant funds in their entirety and being barred from receipt of future grants for a period of up to five years.