

## DISTRICT GRANTS COMMITTEE

### Grant Application Review Guidelines

**District Grants** are small grants for humanitarian projects that demonstrate a need for small capital items or startup funding for a special service or basic items that provide direct and tangible benefits that can be accomplished on a short-term basis. District designated funds can go to local, district, or international projects. Such projects must demonstrate sustainable, community-driven, measurable, high-impact outcomes. Grants are awarded based on completeness and quality of information, alignment with The Rotary Foundation mission, and availability of DDF funds. These guidelines complement District 7620 Grant Memorandum of Understanding, The Rotary Foundation's Terms and Conditions for Rotary Foundation District Grants and Global Grants, Area of Focus Statements and Guidelines and The Four-Way Test.

When preparing/reviewing a District Grant Proposal that has been submitted in DACdb, keep in mind the criteria below. The District Grants Committee members will rate each proposal in each of the four areas on the following basis, and may provide comments in DACdb so that the relevant club(s) can improve their application:

- 0**      **Not Competitive/Compliant** - does not fit the criteria or inadequate information
  - 1-2**    **Fair** - fits the general criteria, some moderate deficiencies or concerns
  - 3-4**    **Good** - fits the criteria with minimal deficiencies or concerns
  - 5-6**    **Excellent** - satisfies all criteria, no deficiencies or concerns
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#### 1. Project Objectives

- Details the community needs the funding opportunity will address
- Describes how the project aligns with The Rotary Foundation's mission and the Area of Focus goals
- Describes the project goals clearly and success metrics effectively
- Identifies any anticipated barriers and describes how they will be addressed

#### 2. Project Design and Management

- Outlines a specific work plan
- Includes a reasonable timeline of all proposed grant activities
- Describes roles and responsibilities for each activity, including Rotary Members involvement
- Identifies reputable partners that are needed for the successful implementation of the project including other Rotary Clubs, NGOs, or beneficiary organizations, if any
- Includes associated letters of participation/support

#### 3. Impact and Sustainability

- Identifies the data and specific metrics used to evaluate the success of the program
- Describes concrete changes anticipated after achieving the grant goals
- Benefits a significant number of people
- Provides a description of plans to sustain the work
- Describes how the grantee will publicize Rotary's investment

#### 4. Financial Feasibility

- Provides line-item detail of the program budget
- Specifies line-item detail of funding sources