



Rotary



Rotary Opens
Opportunities

MEMORANDUM OF UNDERSTANDING FOR DISTRICT 7230 GRANTS

ROTARY CLUB OF: Ossining

This memorandum of understanding (MOU) is an agreement between the above-named club and Rotary International District 7230, whereby the club acknowledges and agrees to ensure that the club will implement proper management of District Grant Funds.

All Rotary clubs and districts involved are responsible to the District 7230 Grants Committee and ultimately to The Rotary Foundation of Rotary International for the conduct of the project and for reporting on it.

The signatures at the end of this document confirm that the club named above understands and accepts responsibility for all of its projects.

By signing below, we agree on behalf of the above-named club to the following:

- The club will maintain a standard set of accounts which will include complete and accurate records of all receipts and disbursements of grant funds.
- Grants funds will be disbursed as represented in the budget of the project application.
- There will be at least two signatories from the club on every disbursement.
- Grant funds will not be used for any purpose other than the stated purpose set forth in the application.
- The club will establish and maintain appropriate recordkeeping systems to preserve documentation regarding the grant, including a method of retention, for a minimum of 5 years.
- All financial records pertaining to the grant, including bank statements, will be uploaded to the Documents section of the project on matchinggrants.org and upon request, original records will be made available to the District.
- All information contained in the grant application is true and accurate.
- The club agrees to undertake the project as an activity of the club, and not part of a larger project of another entity.
- The club will comply with the required Rotarian activities and reporting requirements established from time to time by Rotary International and District 7230.