



ROTARY DISTRICT 5400 – DISTRICT GRANT GUIDELINES – 2013-14

Rotary clubs and Rotarians in District 5400 are encouraged to carry out local and international humanitarian service projects and educational initiatives. Clubs applying for grants are required to ensure stewardship and financial accountability for Rotary Foundation funds entrusted to them.

The mission of The Rotary Foundation of Rotary International is to enable Rotarians to advance world understanding, goodwill and peace through the improvement of health, the support of education and the alleviation of poverty.

Summary of 2013-14 District Grant criteria:

- District grant projects shall **align with the mission** of The Rotary Foundation.
- District grant activities shall **comply with the Terms and Conditions** for Rotary Foundation District Grants. (Clubs should pay particular attention to Part II Eligibility Guidelines and Part III Restrictions of the Terms and Conditions)
- Grants **may not be used to reimburse clubs for activities and expenses already completed or in progress.** (While planning for grant activities prior to approval is encouraged, expenses may not be incurred)
- District grant projects **may be local or international.**
- **Grant projects must be completed within 24 months of disbursement of the funds to the club.**
- **Progress reports must be submitted within 12 months of receiving grant funds.**
- **Project final reports are due within 2 months of project completion.**
- Failure to comply with project reporting requirements may result in a club being ineligible for future grants.
- **Application deadline for district grants is midnight, July 30, 2013. All applications will be considered together and the determination of which projects will be included in the District Block Grant application to The Rotary Foundation will be made by August 15, 2013.**

Rotary year 2013-14 is the year of implementation of the new Rotary Foundation grants management model. As such, it is a learning year, and the D5400 Grants Committee appreciates your cooperation and patience as we learn the best way to manage district grant applications. Decisions of the committee are final.

Clubs who have not submitted final reports for 2012-13 district simplified grants by July 30, 2013, will not be eligible to participate in the 2013-14 District Block Grant.



Rotary District 5400 District Grant Application 2013-2014

If handwritten, please make sure information is legible. Please answer every question. Incomplete applications will not be accepted.

Club (Primary):	Eagle Garden City	Submission date:	15 July 2013
Other Rotary Clubs:			
Project Title:	Garden City Boys & Girls Club Library Books		
Estimated Start Date:	August 2013	Estimated Completion Date:	December 2013

1. Describe your project. What is to be done, when and where will project activities take place and who will be the beneficiaries?

Populate the Boys and Girls Clubs of Ada County, Moseley Center in Garden City, Idaho with subject and age appropriate books.

- Book selections will be based on the recommendations of a professional Librarian.
- Each book will be labeled with Rotary International logo and donating Club and partner names (e.g. Boys & Girls Club, Idaho Returned Peace Corps Volunteers (IRPCV), Pacific Northwest Library Association (PNLA)).

2. Describe how the project aligns with the mission of The Rotary Foundation:

Promotes literacy and education to underprivileged children in an after-school, non-academic family support facility. This book donation program strengthens the capacity of the Boys and Girls Clubs of Ada County, Moseley Center to provide basic education and literacy.

3. How many Rotarians will participate in the project and what will they do?

20 members of the Eagle Garden City Club will participate at the club level.
5 members of the Boise Centennial Club directly and a general funds Club donation

In addition, 5-15 members of IRPCV and 10-20 members of PNLA will participate in the labeling portion.

4. If a cooperating organization is involved, what is its role?

- Kristi Brumley*, a professional Librarian, will recommend appropriate books
- Rediscovered Books and Barnes and Nobel* will provide an educational discounts
- Idaho Returned Peace Corps Volunteers* will provide \$333 of additional funding support
- Boys and Girls Clubs of Ada County, Moseley Center, Garden City* library will be the recipient of the books
- e)

5. What is your plan for this project if grant funding is not available?

Reduce the impact and number of books to the financial level supplied from club member donations, club matching funds and non-Rotarian partner contributions.

6. Provide an itemized **list of anticipated expenditures:**

ITEM	AMOUNT
Non-fiction books (subject and age appropriate)	1946
Labels for Rotary Donation recognition	60
American Library Assoc. "Read" Posters (\$16.00 ea. X 5)	80
TOTAL	\$ 2086.00

7. Provide an itemized **list of revenue sources** (Total must equal expenditures above)

SOURCE	AMOUNT
ROTARY FOUNDATION GRANT (Amount you're applying for) (1:1 match)	\$ 1043.00
Primary Rotary Club: Eagle Garden City	480.00
All Other Sources (list all separately)	
Secondary Rotary Club donations: Boise Southwest	230.00
IRPCV Donation	333.00
TOTAL	\$ 2086.00

8. **Contact information & Signatures:** Please list below the club officer and the Rotarian grant manager who will share responsibility for this grant:

[1] Name of Club Officer	Josh Sears Print	Office held	E-GC Club President
Email:	jsears70@gmail.com	Best contact phone	208 841-8569
Signature			

[2] Name of Grant Manager*	Michael Sieler Print		
Email:	mjsieler@yahoo.com	Best contact phone	208 841-7233
FAX:		Secondary phone	208 939-7306
Mailing address	1125 Steeple View Drive, Eagle, ID 83616		

***This person is responsible for completing the project's Final Report**

I hereby affirm that the club has authorized me to undertake this project as an activity of the club and to provide the funds listed in the budget above. By my signature, I understand and accept the responsibility for the accuracy of statements made above and agree that the club is responsible for all funds provided by the grant. I have read and will abide by the Terms and Conditions for Rotary Foundation Grants. I will submit a final report to the D5400 grants chair after the project is completed in accordance with the reporting requirements of The Rotary Foundation.

Anticipated Date for Submitting Final Report:

June 2013

Signature of Grant Manager

Application Date

How to submit this application:

Step 1: Send an email to ckaster@firstfd.com with your application included as a separate attachment. Form must be filled out completely including the names of club members responsible for the project. Handwritten signatures are optional at this point.

Step 2: The District Grants Committee will review all 2013-14 applications within 1-2 weeks after the July 30, 2013, deadline and inform you which projects have been approved for inclusion in the district block grant application to The Rotary Foundation. If yours is accepted, please mail the original application form with signatures to:

Cari Kaster, 3530 N. 1500 E., Buhl, ID 83316

DO NOT INCUR ANY EXPENSES UNTIL NOTIFIED BY D5400 THAT THE BLOCK GRANT HAS BEEN APPROVED BY THE ROTARY FOUNDATION. CANCELLATION OF YOUR APPLICATION WILL RESULT IF YOU FAIL TO COMPLY WITH THIS RESTRICTION OF THE ROTARY FOUNDATION.

For questions or more information, contact:

Cari Kaster, Chair **208-543-5428 (H)**
Grants Committee **208-933-3421 (W)**

ckaster@firstfd.com

Gene Hoge **208-232-0984 (H)**
District Rotary **208-221-0984 (C)**
Foundation Chair

genehoge@cableone.net

DISTRICT GRANTS COMMITTEE AUTHORIZATION:

The District Grants Committee has reviewed this project and hereby approves the amount shown to be paid to the applicant from Rotary Foundation District Block Grant funds.

\$

Grants Committee Chair

Signature

Date