On behalf of Rotary District 6910, we would like to announce a NEW grant OPPORTUNITY….**MAKE EVERY MEAL COUNT**, with an ADDITIONAL $25,000 for matching club grants in the amount of $1,000 per club to provide food in support of the Feed10Million initiative. The District will use the DADdb Grant module to administer the grant process. The following steps should be followed by clubs to apply for the $1,000 matching grants.

A new funding source will be added to the DACdb District Grant module in the amount of $25,000 MAKE "EVERY MEAL COUNT"

As of May 24, 2021, clubs will be able to submit NEW applications to receive a $1,000 grant to be matched by $1,000 or more in club funds.

Rotarian Randy Redner will communicate to the clubs the information about the grants. The intent is for the club grants to provide food for the Feed10Million initiative.

The standard DACdb Grant Module procedure MUST be followed by the clubs to submit a grant application to receive District approval of the grant.

In the spring of last year, 58 clubs designated a minimum of two members to have the authority to approve grant applications at the club level. These same individuals can approve the grant application or the club President (level 4) can designate two other members for this purpose.

Clubs that did not apply for a District Grant this past spring must designate two members with authority to sign the grant application. This should be completed under the Administrative/Club Signatures line within the DACdb grant module.

Previously, these same 58 club President's and President Elect's signed the Rotary Foundation Grant MOU form committing the club to follow the Foundation guidelines for use of Foundation funds. The Foundation MOU form (pdf) is item #1 under Foundation/District Grants on the District website. It is an annual requirement that two club members complete the Grant Training course. These two items are annual requirements to receive funds from the Rotary Foundation.

    a. For clubs that did not submit a signed MOU form previously, the Club President and President-Elect must sign the MOU form and add it to the new grant application under the Grant Document button.

    b. For clubs that did have two members complete the Grant Training requirement previously, two members must complete the Grant Training course and sign the Grant Training Pledge (item #3 under Foundation/District Grants on the District 6910 website). After completing the training course, the two members must sign the Training Pledge form (item #4 under Foundation/District Grants on the District website). If the club did not previously complete this step for 2020-2021, two members must complete the training course and sign the training pledge. The two Pledge forms must be added under the Grant Application Document button.

ALL Clubs should apply for the $1,000 grant by **June 4, 2021**. If needed, item #5 under Foundation/District Grants, is a video of 'How To' submit a grant application using the DACdb Grant Module.

The club should select **"3MM"** as the purpose of the grant application in the Area of Focus on the first grant application screen.

The title of the grant must have "**3MM**" in the beginning of the name. For example, you might name your grant, "3MM Food for Families in Gwinnett County"

After the club enters the grant application, the two designated members must approve the grant in DACdb. After club level approval, the grant application should be submitted for District Approval.

After District Approval, the club grant committee will receive an email documenting the approval of the grant.

The $25,000 fund will allow up to 25 clubs to apply for the matching grant. The grants will be reviewed and approved on a 'first submitted, first approved' basis.

After District approval, the clubs MUST upload an invoice from their local food bank, coop or any other vendor indicating that $1,000 has been used to purchase food. The District Treasurer will then issue a check in the amount of $1,000 to the club.

A Final Report of how the grant funds were used will be required NO LATER THAN JUNE 30, 2021. The Final Report procedure in the DACdb Grant module will be used for this purpose. All supporting documents – grant support letters, receipts of food purchases, invoices from partner organizations, photocopies of check payments to other organizations, letters from partner organizations of how the funds were used, photographs of food distribution, photographs of Rotarian volunteers and any other documents, must be submitted with the Final Report.

<u>**Club Requirements to be considered for the $1,000 grant**</u>:

- The club must be in good standing with the District – all currently due District and RI dues must be paid.
- The $1,000 grant funds cannot be used to raise other funds.
- The $1,000 or more matching funds must come from available club funds with supporting documentation.
- The $1,000 funds cannot be used for any facility or equipment improvements.
- The $1,000 cannot be used for administrative purposes.
- The $1,000 must be used for direct food purchases for food relief by June 30, 2021.

Any questions concerning this special "MAKE EVEY MEAL COUNT" grant should be submitted to **Randy Redner**. DACdb grant module/grant application questions should be submitted to **Pete McDonald.**

To apply, visit DACdb, Click on the Grants Tab and follow the steps to complete a new grant: https://dacdb.com/SecLogin3.cfm

Yours in Rotary Service, DG Tina and the ENTIRE District Board of Directors

Tina D. Fischlin
District Governor
2020-2021
Rotary District 6910
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