**Hello fellow Rotarian,**

This application form is for fellow Rotary clubs seeking support from the University District Rotary Club (UDRC) for club-to-club, District, or Global Grants. We welcome your application!

We may also need a copy of your District or Global Grant application, but this form is the first step.

**Submitting your application:**

* **For 2024-2025 year applications,** submit your completed, typed application electronicallyto the UDRC ISC Chairon or before **June 30, 2024.** ISC Chair**:** Sheila Hosner, breadpudding@aol.com
* If you would like technical assistance, please submit your application by May 31, 2024.
* Preliminary decisions on awards will be made in July 2024 and final decisions approximately one-two months following that.
* A University District Rotary Club Rotarian sponsor is required for all projects. If you already have sponsor, please enter their name on the application. If you don’t have a sponsor when you apply, we will try to help find one from our ISC members.

**Required financial information:**

* Both the **Itemized Budget** and the **Project Funding** forms at the end of the application must be filled out. Do not substitute other forms. Applications without these forms will not be considered
* Include the forms in the application, not as separate attachments.

**Optional additions:**

* Extended project description (up to 1 page) or additional information on the need/problem.
* Background information on trusted partner(s) involved in project, including experience, references, etc.
* Any additions must be included as appendices on the application, not as separate attachments.

**Proposal evaluation criteria:**

* **Complete applications, including the two financial forms are required.**
* Projects must involve a credible Rotary partnerin the host country, except in countries where Rotary does not exist. In the latter case, the international partner may be an NGO/non-profit organization with a reliable history.
* **Priority is given to sustainable projects** that benefit large groups and have a high potential for local empowerment, capacity-building, and community impact**,** without displacing local capacity.
* The proposal should include a financial commitment from the foreign Rotary partner club. The ISC is aware that Rotary clubs around the world have varying levels of financial strength so this contribution may be small.

**Other important considerations:**

* Upon completion of the project, a **final report by the UDRC sponsoring member** must be turned in to the UDRC ISC and Service Fund Board. This report must include an accounting of grant funds and photos documenting achievement of project goals.
* **Reciprocity between clubs**. UDRC highly values and encourages collaboration with other Rotary clubs. However, automatic “quid pro quo” agreements cannot be guaranteed by UDRC. Each application to UDRC funds will be considered on its own merits. Funding by the UDRC will be granted on the quality of the project.
* **Projects that propose to pass funds through** the UDRC Service Fund (other Rotary Clubs, non-profits, individuals, etc.), will be considered, as long as they meet all the criteria specified above and there is UDRC sponsor for the project.

**Date:**

**Rotary Club sponsoring the project**: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Funds requested from UDRC:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Rotarian sponsor: U-District Rotarian Sponsor**

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Is this your first application to UDRC for an ISC grant? Yes**\_\_\_\_\_ **No**\_\_\_\_\_\_\_

**All sections 1 through 12 must be filled out.**

1. **PROJECT NAME & COUNTRY**:
2. **NEED/PROBLEM**: *What community* ***need or problem*** *will be addressed through this project? (Provide a brief description here and attach up to 1 page of additional information if necessary.)*
3. **Project Information:**
4. ***Brief project description****, including anticipated project outcomes and specific elements. An extended description may be included as an appendix at the end of the application*
5. ***Who*** *are the* ***primary beneficiaries*** *of this project? (Describe the population)*
6. ***How many*** *individuals (approx.) will benefit?*  Est. \_\_\_\_\_\_\_\_\_\_\_\_ Persons.
7. ***How*** *will it meet the needs of the community?*

1. **TIMING**: *What are the anticipated* ***start and end dates*** *for this project?*

*Start Date: End Date:*

*Except for Global Grants, the ISC assumes projects will be completed within one year of receiving funding.*

1. **TOTAL PROJECT COST**: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **CONTINUATION**:  *Is this project the* ***continuation of a prior project carried out with the participation of the University District Rotary Club****? If so, please describe:*
3. **SUSTAINABILITY**: *How will the* ***ongoing sustainability of the project*** *be ensured?* Definition of sustainability from Rotary International: *“sustainability means providing long-term solutions to community problems that community members themselves can support after the grant funding ends.”* Please address items like: lifespan, maintenance, costs, or other inputs that might be required.
4. **PARTNERS**: *Name the* ***University District Rotary Club*** *member(s) working on the proposed project and the role(s) they are playing:*

*If applicable, list* ***other Rotary Club(s) or other organizations*** *that will participate in the project.*

***Host Rotary Partner Club and the Host Rotary Club member who will oversee the project.***

*ROTARY CLUB:*

*Member Name: Email:*

*Do you have experience working with this club?*

*List their qualifications for carrying out this project (attach further information if necessary):*

1. **LEVERAGING CLUB MONIES**:

*Will* ***District Matching Grant Funds*** *be requested?*

For District Grant only: No Yes \_\_\_\_ Amount $\_\_\_\_\_\_\_\_\_\_\_

As part of a Global Grant: No Yes \_\_\_\_ Amount $\_\_\_\_\_\_\_\_\_GG#\_\_\_\_\_\_\_\_\_\_\_\_

1. **CLUB PARTICIPATION**: *Is it possible for a Rotary* ***delegation*** *to visit the International Service project? If so, please describe potential dates and activities:*

*What other opportunities exist for* ***involvement*** *of U-District and other Rotary members (e.g., contributions in funds or in kind, project set up, performance attendance, hosting, etc.)?*

1. **ITEMIZED BUDGET** (add more line items if needed)

|  |  |  |  |
| --- | --- | --- | --- |
| Country: | Name of Project: | Date: | Current Exchange Rate |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Unit Cost | Unit Name/Description | # of Units | Local Currency | US Dollars |
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| **Bank transfer fee** | |  |  |  |
| **Total Amount Requested** | |  |  |  |

1. **PROJECT FUNDING** (add more line items if needed)

|  |  |  |
| --- | --- | --- |
| Source of Funds  (Mark with X if confirmed for this Rotary Year) | X | Amount  (U.S. $) |
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| **Total Funds Available** |  |  |