



## **Rotary District 7980 District Peacebuilding | OPUS for Peace Impact Grants Instructions and Information**

### **Background on District 7980 Peace Mission**

District 7980 Peace Mission: Create an environment where dialogue, empathy, and artistic expression converge to heal divides, celebrate diversity, and build a more harmonious world. We aim to transform the concept of peace from an abstract ideal into a tangible reality, fostering a culture of peace and reconciliation that extends far beyond our Rotary community.

Peace Project Objective: Incorporate at least one or more of the three following project components in a project with a comprehensive public image campaign:

1. **Peace**: Address issues surrounding violence prevention, cultural exchange, conflict mediation, conflict resolution, education, and community-building in their local communities.
2. **Arts**: Raise awareness around peace and healing initiatives through cultural programming that connects the performing and visual arts to our purpose of delivering peace and healing through artistic expression.
3. **Peace Poles**: Encourage every Rotary Club to create, adopt, connect, and publicly present a Peace Pole in their community.

Public Image Impact: All projects must contain a highly coordinated public image, storytelling, and media campaign that promotes the peace project within the project's geographic reach and, if possible, throughout the entire Connecticut shoreline and valley to raise public awareness of the Rotary Peace initiative.

## Peace Projects vs “Regular” DMG’s

One of our goals with Peace Projects is to make them more accessible to Clubs that may not have experience managing DMG’s. To that end, we’ve made Peace Projects simpler than the typical DMG. The Application form is shorter and simpler. The Final Report form is shorter and simpler. The review and approval process is shorter and simpler.

For the streamlined process to work, the projects themselves need to be smaller and simpler. If your project idea requires one or more of the following, we suggest you either scale back to a simpler project or submit it as a “regular” DMG application, not a Peace Project application:

- A project requesting District matching funds in excess of \$500.
- A project that takes place outside District borders.
- A project that involves matching funds from more than one Club.
- A project having a complex budget, defined as more than three budget line items.
- A project having an excessive degree of execution complexity, in the judgment of the District Grants Committee.

## Terms and Conditions for Peace Projects

Though Peace Projects are intended to be simpler than “regular” DMG’s, they must still adhere to the The Rotary Foundation (TRF) and District 7980 Terms and Conditions. The TRF terms and conditions can be found here:

<https://my-cms.rotary.org/en/document/terms-and-conditions-rotary-foundation-district-grants>

The District 7980 terms and conditions are embodied in our District Grants Resolutions, found here:

<https://dacdb.com/Rotary/Accounts/7980/assets/RotaryFoundation/Stewardship-Training/2024-25%20%20Grants%20Resolutions%20-%20effective%202024-09-01.pdf>

Some of the key terms and conditions that apply to Peace Projects include:

1. **Rotarian Involvement:** Club Rotarians must be actively involved in the support of the Peace Project. Involvement may include:
  - Managing project funds
  - Hands-on participation at the project site
  - Purchasing, shipping, and/or distributing items purchased
  - Publicizing the project to your club members, local media and within District 7980
  - Organizing and promoting activities or events that raise public awareness.

Note that fundraising activities, though they may be essential to the project, may not be claimed as Rotarian Involvement.

2. **Restrictions:**

- Projects involving microcredit are not permitted as they are long-term efforts.
  - Supporting fundraising activities
  - The operating, administrative, or indirect program expenses of another organization
  - Unrestricted donations to a beneficiary or cooperating organization
  - Expenses or commitments made prior to formal approval of the Peace Project
3. Projects may not be initiated, funds spent or obligations extended on behalf of the proposed Peace Project before the authorization date. These funds or commitments cannot be considered as part of the project expenditures.
  4. Change in the scope of the approved project must be approved by the Grants Committee before proceeding.
  5. **The Club is responsible that grant funds are expended only against items given in the approved budget. Unbudgeted expenditures will not be allowed and may necessitate the Club returning matching funds to the District.**
  6. If at the conclusion of the project there are unspent funds, the club is encouraged to expand the project if necessary, to use all the funds. Any expansion must be consistent with the scope of the original project. Obtain approval from the DMG Review Committee Chair before proceeding.
  7. The Club's share of the project funds must be spent first before District monies are used. Any unspent funds must be returned to the District Grants Chair.
  8. All Peace Projects must be completed by September 15, 2025, with the final report submitted by September 30, 2025.
  9. Clubs with an overdue District Managed Grant Final Report are not qualified. These Clubs are ineligible to receive District matching funds for Peace Projects until such time as all outstanding reports are submitted and accepted by the District Steward.
  10. The project must be administered by a Primary Contact who has completed the **on-line District Managed Grant Primary Contact training program**, including answering the test questions, which are then submitted to the District Foundation Steward. A minimum score of 80% is required.

## Peace Projects - Application Process, Approval & Funding

1. All Peace Project applications must be complete and **typed using the Rotary District 7980 Peace Project application template, without alterations**, to be accepted for review by the District Grants Sub-Committee Chair. District matching funds will be allocated to approved Peace Projects on a first-come, first-served basis until all budgeted funds (\$15,000) have been allocated.
2. The District Grants Sub-Committee Chair receives all Peace Project applications. He will conduct a detailed review to ensure the project meets all TRF's Terms & Conditions and District 7980 policies. If, in his judgement, a project is too complex, he will return the application to the Club to either be simplified and re-submitted, or converted to a "regular" DMG.
3. Final review and issuance of the grant funds shall be performed by two of the three members of the District Grants Allocation Committee. Payment, in the form of a check, is prepared by the District Grants Committee Chair. All checks require the signature of two of the three members of the Allocation Committee. The third member of the committee will review the application at a later date.

### Funding Allocation for Peace Projects

Club funds are matched dollar-for-dollar to a maximum of \$500.

### Who can apply?

Rotary clubs from District 7980 who meet the following requirements may apply:

1. The 2024-2025 President and President Elect must authorize the District 7980 Memorandum of Understanding (MOU) and submit it to the District Steward.
2. The Primary Contact is required to complete the on-line District Managed Grant training program, including the answering the test questions, which are then submitted to the District Foundation Steward. A minimum score of 80% is required. We encourage other club members to complete the training as well.
3. The President must submit the Club's Rotary Foundation (TRF) contribution goal through Rotary Club Central.
4. The Club must be current on reporting for previous District Managed Grants.

NOTE: PLEASE save and transmit the Peace Project application form in Word format (not PDF) for easy handling and distribution during the review and approval process. Original signatures are not required, copies are acceptable. In lieu of a pen-and-ink signature, a signee may supply an email stating "I have read this application and in my Club role as \_\_\_\_\_ I approve this application."

## **Humanitarian DMG Reporting Requirements**

1. The project must be completed by September 15, 2025, and a Final Report must be submitted within two months of the completion of the project but no later than September 30, 2025.
2. A streamlined Final Report form will be provided on the District 7980 District Managed Grant website. Final reports must include financial records, such as copies of all receipts documenting expenditures and must total the FULL AMOUNT of the project budget approved in the application.
3. If there are unspent funds, they must be returned to John Merkel, the District Grants Chair, along with a copy of the final report. Note: The Club's share of project funds must be spent first before District monies are used.
4. Submit final reports to District Steward via email: [FoundationSteward7980@gmail.com](mailto:FoundationSteward7980@gmail.com)