|  |  |
| --- | --- |
| *RotaryMBS_RGB***District 9930** | **District 9930 – Proposal/Application for District Grant Project** |

1. **PROJECT DETAILS**

|  |  |
| --- | --- |
| **Lead Club:** |  |
| **Other clubs involved:** |   |
| **Name of project and brief description:** |  |
| **Location of project:** |  |
| **Benefiting community:** |  |
| **Community needs to be met:** |  |
| **Co-operating organisations and their involvement:** |  |

1. **PROJECT TEAM**

**Project Leader (main contact person):**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name: |  | Email: |  | Phone: |  |

**Other project team members:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name: |  | Email: |  | Phone: |  |
| Name: |  | Email: |  | Phone: |  |
| Name: |  | Email: |  | Phone: |  |

**How will other Rotarians (club members) be involved in this project?**

|  |
| --- |
|  |

1. **PROJECT PLAN:**

|  |  |  |  |
| --- | --- | --- | --- |
| Proposed start date: |  | Proposed completion date: |  |
| Outline main steps of project and key milestones: |

1. **PROJECT BUDGET ($NZ)**

|  |  |  |
| --- | --- | --- |
| **Income:** | Lead Club funds: | $ |
| (please name other clubs, cooperating organisations and other sources of funds) | Other club’s funds: | $ |
| Cooperating organisation funds: | $ |
| Any other income including ‘donations in kind’: | $ |
| **District Grant funds requested:** | **$** |
| **TOTAL INCOME** | **$** |
| **Expenses:** | Supplier | Item/service | $ |
| (add additional rows if required) |  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
| **TOTAL EXPENSES** | **$** |

1. **PROJECT PUBLICITY PLAN**

|  |
| --- |
| Describe how you plan to use the project to raise the profile of Rotary in the community: |

1. **BANK ACCOUNT: (Account to which District Grant is to be paid into)**

|  |  |
| --- | --- |
| Acct Name: |  |
| Number: |  |

1. **CHECKLIST FOR QUALIFICATION:**

The Rotary Club has completed the following steps to become qualified to receive a district grant:

|  |  |
| --- | --- |
|  | The club president has read and understood the *District 9930 – District Grants Criteria and Guidelines*  |
|  | At least on member has attended a grants management seminar or at least one member has completed and passed the on-line grants management seminar in the current Rotary Year |
|  | The club has signed the club MOU and sent it to the District Rotary Foundation Chair |
|  | The club is up to date with all SARs (semi-annual returns)  |
|  | The club has entered its Rotary Foundation giving goals for the coming Rotary year on Rotary Club Central  |
|  | The club is paid up to date for District and Rotary International dues |
|  | The club is up to date with reporting on grants from previous years (if applicable) |

1. **SIGNOFF BY CLUB PRESIDENT OF THE ROTARY CLUB OF** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name |  | Signature: |  | Date: |  |

If the project will continue into the following Rotary year, the project proposal must be also be signed by the club president-elect**:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name |  | Signature: |  | Date: |  |

**The *Proposal/Application for District Grant Project* must be submitted by 31 August**