

GLOBAL GRANT DDF ALLOCATION MEMORANDUM OF UNDERSTANDING

Club Name: _____ Amount of DDF Requested: US\$ _____

Project Name: _____ Grant Number: _____

Rotary International Policy Manual District 5080
Approved as updated and amended by District 5080 Council on October 5, 2024.

Article IX. The Rotary Foundation Grants

Section 9.01 District Designated Funds General Policy

- (a) The Rotary Foundation's (TRF) grant model to support district and club humanitarian and educational projects was adopted July 1, 2013, and amended in July 2024.
- (b) TRF offers two types of grants that are available to Rotary clubs and Rotaract clubs, District Grants and Global Grants.
- (c) The District Designated Funds available to the District every year can be used to fund Global Grant and District Grant projects, to contribute to PolioPlus and Rotary Peace Centers, and/or other purposes as determined from time to time by The Rotary Foundation.
- (d) The allocation of the available District Designated Funds (DDF) to each of these purposes will be determined each program year by the District Rotary Foundation Committee Chair (DRFCC) and the District Governor (DG) taking into account:
 - i) the total DDF amount requested by clubs for District Grant - Local Projects and District Grant-International Projects (but not to exceed 50% of the available DDF);
 - ii) the total DDF amount the DRFCC has approved for Global Grant applications in progress;
 - iii) any DDF funds that may be allocated for district-sponsored projects; and
 - iv) any DDF funds that may be donated to PolioPlus, Rotary Peace Centers, or other eligible purposes.

Section 9.02 Global Grants Policy

- (a) The DDF match for a Club-Sponsored Global Grant generally will be made on a 1:1 basis (normally matching only club contributions from District 5080 Rotary Clubs). However, at their discretion, the District Rotary Foundation Committee Chair (DRFCC) and the District Governor (DG) may award DDF for lesser amounts if there are more grant requests expected for the year than the DDF allocated for Global Grants as per Section 9.01(d).
- (b) Beginning in 2024-2025, the District may request that clubs sponsoring a Global Grant direct their matching funds to the Annual Fund-SHARE instead of sending cash contributions to the Rotary Foundation for transfer to the project account following Global Grant approval. The benefits of this arrangement are three-fold:
 - i) Nearly half (47.5 percent) of funds contributed to the Annual Fund-SHARE are returned to the District three years later.
 - ii) Less cash is needed to fund the project due to better leveraging of the World Fund contribution; i.e., the World Fund currently matches 80 percent of DDF and provides no match of cash contributions.
 - iii) The sponsoring club avoids having to add the 5 percent administrative fee for funds sent to TRF as a cash contribution to a Global Grant-funded project.



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This transition will be gradual as it results in higher utilization of DDF. However, the purpose of this policy modification is to ensure greater utilization of DDF to avoid forfeiture in 2026, when a limit will be imposed on the length of time rolled-over DDF may be utilized by a district.

- (c) Requests for DDF funding will be reviewed and may be conditionally approved by the DRFCC. DDF funding approvals by the DRFCC will be for a limited time. If the Global Grant Application is not complete and approved by The Rotary Foundation within 6 months of the date DDF funding was approved by the DRFCC, the authorized use of the previously authorized DDF will expire and the request for DDF funding must be submitted again for approval.
- (d) To ensure that clubs are kept current on Rotary Foundation procedures, District 5080 requires that Rotary Clubs applying for Global Grants have all three Project Contacts and the Club Grant Steward complete Rotary Foundation Grants Management Training in the Rotary Learning Center. Project contacts must complete Grant Management Recertification annually, for the life of the project.
- (e) For district-sponsored Global Grants, the applications, reports, and related financial accounting records will be maintained by the DRFCC for a period of five years from the date the final report was accepted by TRF. The name of each district-sponsored global grant account will have the format "Rotary District 5080 Global Grant #####".
- (f) For club-sponsored Global Grants, the applications, reports, accounting records, and approvals of DDF spending will be maintained by the primary sponsor club for a period of five years from the date the final report was accepted by TRF. The name of each club-sponsored global grant account will have the format "Rotary Club of [club name] Global Grant #####."

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Authorization and Agreement

This memorandum of understanding is an agreement between the club and the district that acknowledges that the club has made a request for DDF matching prior to the initiation of the grant. This DDF contribution must be approved by the DRFCC, and all approvals are conditional.

On behalf of the Rotary Club of _____, the undersigned agree to comply with all the conditions and requirements of the MOU for the current Rotary year and the project year and will notify Rotary District 5080 of any changes or revisions to club policies and procedures related to these requirements.

Club President	
Term (current year)	
Name	
Signature	
e-Mail	
Date	

Project Lead	
Term	
Name	
Signature	
e-Mail	
Date	

District Rotary Foundation Committee Chair	
Term	2024-2027
Name	Doreen Fox Kelsey
Signature	
e-Mail	dfoxxkelsey@hotmail.com
Date	
Maximum DDF Amount	US\$

Please print this document, have the appropriate individuals sign, scan, and return this document to the DRFCC.

A copy of the DRFCC signed document will be returned upon approval.