

The Rotary Foundation
District 6250 District Grant
#

XXXX XX, XXXX (date)

To: Rotary Club
Contact name
Contact Email

From: David Warren, District Rotary Foundation Chair
Susan Halambeck, District Grants Sub-Committee Chair

RE: District Grant
Project Name

Dear Contact:

We are pleased to advise your club's project as noted above has been approved for the 2017 -18 District Grant #_____. With this approval come several requirements related to the stewardship of the funds received from the Rotary Foundation. Please review and have your club's 2017 – 18 Presidents initial each of the points. The acceptance form must then be signed both by you and your club's 2017 – 18 President and returned to both email addresses below. Your funds of \$0,000 will be released by the District Treasurer only after the District receives the funds from the Rotary Foundation. Terms and conditions for District Grants can be found at <https://www.rotary.org/myrotary/en/take-action/apply-grants/district-grants>

Acceptance Form

_____ All signers of this form have read and understand the terms and conditions of the District Grants Program and certify their project meets requirements as described at <https://www.rotary.org/myrotary/en/take-action/apply-grants/district-grants>

_____ All signers of this form understand that they are solely responsible for filing a Final Report immediately upon the conclusion of the project but no later than May 15, 2018. The project must be completed by this date. All signers further understand that the Club's Final Report must include receipts totaling at least twice the amount of the

District Grant that is received. Receipts for every expense are required regardless of the cost.

_____ All signers of this form agree to include digital pictures and a brief description of the project suitable for use in the monthly District Dispatch with their Final Report.

_____ All signers of this form understand the sole responsibility for submitting the District's Final Report lies with the Club and no reminders from the District Grants Committee should be expected.

_____ All signers of this form understand that if the Club's project changes from that which was approved by the Grants Committee, the Club will be responsible to refund the received funds.

_____ All signers of this form understand the Club is also responsible for returning the funds received in case the project is unable to be completed by the deadline of May 15, 2017. Failure to comply with the deadline will most likely also cause all other grants in the District to be delayed. Please avoid this by filing reports in a timely manner.

_____ All signers of this form understand and have explained to their Club members that reports MUST be delivered in a timely manner and all paperwork must be typed and electronically submitted by email. No paper copies will be accepted.

_____ All signers of this form acknowledge the club accepts the responsibility to save reports and original receipts for a period of at least 5 years.

Please provide a brief description of your project as presented to the District 6250 Grants Committee in the following field. This description may be shared on our District's website.

Rotary Club name _____

Rotary Club number _____ Federal ID number _____

Contact name _____

Contact Phone _____

Contact email _____

Contact signature _____ Date _____

2017 – 18 Club President's name _____

2017 – 18 Club President's phone _____

2017 – 18 Club President's email _____

2017 – 18 Club President's signature _____ Date _____

Rotary Club name grant check should be written to:

Preferred mailing address to receive check:

Please send all reports to both

smhalambeck54@gmail.com

and

dave@davesace.com