

**DENVER ROTARY CLUB
WORLD COMMUNITY SERVICES COMMITTEE
NEW PROJECTS SUB-COMMITTEE
2010-2011**

In an effort to provide meaningful information for new project approval by the WCS committee, would-be project leaders are asked to answer the following questions about their projects and to submit this information to the New Projects Sub-Committee for discussion. Submission of this project information form to the members of the New Projects Sub-Committee should be done at least two weeks prior to the WCS committee meeting at which you wish to have the entire committee consider the project for approval. If the sub-committee feels that sufficient information has given to submit the project to the entire committee, it will ask that the proposal be placed on the agenda.

Please submit your project information by filling in the requested information in the following form. It is a Word® document, so the cells will expand to accommodate information typed into them, but please try not to exceed 2 pages. Insert "none" or "not applicable" where necessary. When the form is completed, e-mail it to the New Project Subcommittee members:

Young Cho	y.cho@comcast.net
Charles Miller	cam@stutzmillerurtz.com
Kemper Will	kwill2@comcast.net

Subcommittee members may contact you with questions or suggestions regarding your proposal. If no one contacts you, contact Young Cho to ask whether the project is being put on the agenda.

INFORMATION REGARDING PROPOSED NEW PROJECT

Proposal to be presented to WCS Committee by:

Contact information for presenter: e-mail address: _____ Phone number(s): _____

Requested date of presentation to the WCS Committee:

Type of grant requested:

- _____ Matching Grant with District contribution*
- _____ Matching Grant without District contribution*
- _____ District Simplified Grant
- _____ Straight grant (no matching by District or TRF)
- _____ Other: _____ (e.g., 3-H, Major Matching Grant, etc.)

<u>*If this is a proposal for a Matching Grant (i.e., one which seeks matching funds from TRF), You must first discuss this project with The Rotary Foundations' Grant Coordinator for the host country.</u> (For instructions on how to obtain this person's name and phone number, see the end of this form.)	
The Rotary Foundation Grants Coordinator for the host country is:	Name: Phone number:
Date spoken with him/her, and brief description of reaction to the project:	The Host Club of _____ is in good standing. Their Rotary District has _____ project(s) open (cannot be more than 5). Past experience with this club is _____
Have you verified that the proposed host Rotary club is eligible and willing to serve as the host Rotary Club? Please elaborate.	

PROJECT NAME:	
HOST CITY AND COUNTRY:	
LEAD CLUB WILL BE:	
Purpose:	
Describe the needs & benefits:	
Number of people served:	
Lead Denver WCS Rotarian and contact information	
<i>If Denver is the lead club:</i> names and contact info for 2 other team members:	
Partners	
Other co-operating organization(s), if any, and their role(s):	
Host (project country) Rotary club, primary and 2 other contacts for each, with their contact information	
Other Rotary clubs and Districts involved:	
Timetable	
Expected time for project completion:	
Identify the key things that must happen to complete the project on time:	
Potential problems for meeting this timeline:	
Budget	
Primary items to be purchased:	
Travel costs:	
Implementation costs:	
Training:	
Other costs:	
Total cost:	

Proposed funding:	<u>Club Funds</u>	<u>District 5450 Funds</u>
1. Lead Club:	\$	\$
2. Rotary Club of	\$	\$
3. Rotary Club of	\$	\$
4. Rotary Club of	\$	\$
5. Rotary Club of	\$	\$
		<hr/>
		Total \$
6. Host Club:	\$ **	
District 5450: (See above total)	\$ ***	
Other District:	\$	
The Rotary Foundation:	\$	
Total:	\$	
** Must be at least \$100		
*** See page 4 for District Match		
Further information		
Please describe any additional written materials you intend to supply to the Committee:		
Anything else you wish to add:		

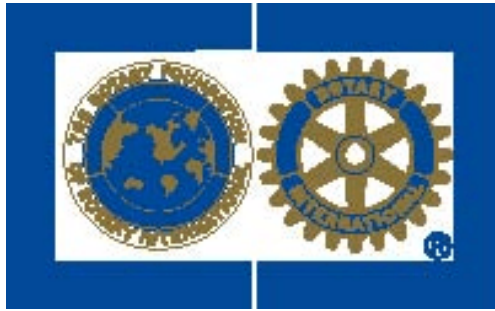
When your proposed project presentation is placed on the agenda, you will be informed. (Or if you have not been contacted, check with Young Cho.) Please bring 25 copies of this form and any other materials you wish to share with the Committee, so there are sufficient copies for all Committee members present.

How to locate the Grant Coordinator for the host country of you proposed project:

- Go to www.rotary.org
- Click on Service and Fellowship near the top
- Under Fund a Project, Click on Stewardship and Reporting on the left side of the page.
- Click on contact Humanitarian Grants staff in the text, near the end of the topic entitled, "Overdue Grant Reporting List". Here you will obtain the name and phone number of the Grants Coordinators for the country you are interested in. Make this person your new best friend and simply discuss what you want to do with your proposed project. Ask if the proposed host Rotary Club is eligible to serve as such. You will find these people helpful and knowledgeable, and in the end, they are the people who approve or disapprove a project once submitted. If they are expecting to see your project come in, and have already had a hand in crafting it, you will be WAY AHEAD OF THE GAME!

Matching Funds:

The Rotary Foundation provides a 1:1 match for District Designated Funds Share contributions and a 0.5:1 match for new cash contributions. "New cash", basically, means amounts contributed by clubs and outside persons or organizations. As to what District 5450 will contribute in FY 2010-11, please see the Disbursement Rules for Matching and Simplified Grants, attached.



**ROTARY INTERNATIONAL DISTRICT 5450
DISTRICT DESIGNATED FUNDS
GUIDELINES FOR MATCHING FUNDS
MATCHING AND DISTRICT SIMPLIFIED GRANTS**

Matching Grants: \$180,002 Available for the 2010-2011 Rotary Year

1. Club funds will be matched \$1 to \$1 with District Designated Funds (DDF). In addition, Club funds are matched \$.50 to \$1 by The Rotary Foundation (TRF) and DDF funds are matched \$1 to \$1 by TRF.
2. Approved Matching Grants will be allocated DDF on a first come/first served basis until all DDF reserved for Matching Grants are exhausted.
3. The maximum amount of DDF for Matching Grants each Club will be allowed is \$10,000 for the year. This \$10,000 limit applies whether the Club is the lead Club or a contributing Club.
4. The maximum DDF that will be allocated to each Matching Grant Project is:
 - \$4,000 for one Club
 - \$6,000 for two Clubs
 - \$8,000 for three Clubs
 - \$10,000 for four or more Clubs

District Simplified Grants \$4,000 Available 2010-2011 Rotary Year

1. District Simplified Grant (DSG) Projects can be local projects or international projects that meet the TRF guidelines, but *do not qualify* for a Matching Grant. A District Simplified Grant will be approved for an international project only if there is no Rotary Club in the country in which the project will be implemented.
2. Club funds will be matched \$1 to \$1 with DDF. DSG do not receive additional matching funds from TRF.
3. Approved DSG Projects will be allocated DDF on a first come/first served basis until all DDF reserved for DSG are exhausted.
4. The maximum amount of DDF for DSG Projects each Club will be allowed is \$4,000 for the year. This \$4,000 limit applies whether the Club is the lead Club or a

contributing Club.

5. The maximum DDF that will be allocated to each DSG Project is:
 - \$4,000 for one Club
 - \$5,000 for two Clubs
 - \$6,000 for three or more Clubs