

**DISTRICT 5840**  
**APPLICATION FOR PROJECT FUNDING**  
**TRF District Simplified Grants (DSG) Committee**  
*Revised 11-01-05*

Please complete all sections of this application. Rotarians may use this form and attach additional pages as needed or may answer the questions below on blank paper, on the condition that the answers follow the same order as the application. Incomplete applications will be returned. **Applications must be submitted after July 1 and before March 1 of the applicable Rotary Fiscal year and will be awarded, IF approved, until funds are exhausted.**

**Project Title:** \_\_\_\_\_ **Rotary Club:** \_\_\_\_\_

*Note: The project cannot be started until the District Simplified Grants (DSG) Committee approves this application*

**1. PROJECT DESCRIPTION** *(Briefly describe project and answer questions below)*

- A. How will this project meet the needs of the community?
- B. How will the sponsoring club or clubs work together to implement this project? Describe Rotarian involvement.
- C. What is the expected timeline?

**2. COOPERATING ORGANIZATION**

Is another organization directly involved in the implementation of the project by providing technical expertise and/or staff? If so, please provide:

- A. A letter from the sponsor indicating the organization is reputable and registered to work within the community.
- B. A letter from the organization indicating how they will work with Rotarians in the implementation of the project and agree to cooperate in any financial review of activities associated with the project.

**3. Project Budget - The DSG Select Committee will contribute 100% for each dollar contributed by sponsoring Rotary Club or Clubs.**

Include a complete itemized budget for the entire project. Please use separate pages if necessary.

	<b>Items to be purchased</b>	<b>Cost</b>
A.		
B.		
C.		
D.		
E.		
F.		

**Project Budget Total:**

#### 4. PROPOSED FINANCING

Please list all financing.

**Amount Contributing**

Sponsoring Rotary Club:  
Partnering Rotary Club:  
Partnering Rotary Club:  
Partnering Rotary Club:  
Sub-Total, Partnering Rotary Clubs:  
Amount Requested from the DSG:  
Funding from Additional Sources:

#### **Proposed Financing Total:**

**Note: This total should equal the total on the proposed Project Budget. If it doesn't, the application will be returned.**

#### 5. COORDINATING THE PROJECT

Name the club, which assumes total responsibility for the project (the Project Sponsor.) If additional clubs are participating, please refer to the ADDENDUM page and complete the information for each co-sponsoring club.

Club: Club Rotary ID Number:

President:

**Project Committee:** A committee of at least two Rotarians must be established in the sponsoring club. It is the committee's responsibility to coordinate the project locally, monitor funds, and provide financial accounting to the DSG Select Committee in accordance with the Terms and Conditions of this agreement for the duration of the project.

#### **Primary Contact:**

Name:  
Member ID Number:  
Rotary Position/Title:  
Email:  
Mailing Address:  
Telephone  
    Preferred number:  
    Secondary number:  
Fax  
    Preferred number:  
    Secondary number:

#### **Additional Contact**

Name:  
Member ID Number:  
Rotary Position/Title:  
Email:  
Mailing Address:  
Telephone  
    Preferred number:  
    Secondary number:  
Fax  
    Preferred number:  
    Secondary number:

#### 6. AGREEMENT FORM

This Application and Agreement are entered into between the identified project sponsor below and District 5840's TRF DSG Committee. In applying for, and accepting, Project Funding, the project sponsor agrees:-

1. To utilize the Project Funds to support a short-term humanitarian and/or educational project as outlined in this application, which benefits a community in need. Funds provided by the District will not be used for any purposes other than those considered eligible by the District as described in the Terms and Conditions.
  2. That it has received and read the District 5840 District Simplified Grant Policies and Guidelines and will abide by all stipulations set forth therein.
  3. To defend, indemnify, and hold harmless Rotary International (RI), TRF, District 5840, their respective Directors, Trustees, Officers, employees, and committee members (Collectively RI/TRF/District) from any and all damages, losses, judgments, costs, fines, awards, liabilities, and or expenses, including without limitation reasonable attorney's fees and costs of litigation, asserted or recovered from RI/TRF/District, that result or arise directly or indirectly, from the implementation of this project.
  4. That this agreement may be cancelled for any reason without notice upon the failure of the sponsors to abide by the terms set forth herein. The sponsors agree to return any grant funds, in their entirety including any interest earned, should funds be misused or used for ineligible purposes.
- All applicable laws of the States of Colorado, USA, govern this Agreement.

By signing below, I certify that the sponsors acknowledge and accept the terms of this Agreement and agree to abide by the stipulations set forth therein.

Primary Sponsoring Club:

Club President - Please Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**7. REPORT**

Although all cosponsors are also ultimately responsible for completing progress and final reports, the District TRF DSG Committee requires that one club take primary responsibility for submitting the required reports to the District TRF DSG Committee. The president of the club accepting the responsibility of submitting the interim and final reports must sign this application.

Club: \_\_\_\_\_

Club President's Name (Please print or type): \_\_\_\_\_

Club President's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

NOTE: Please retain a copy of this application for your files, and send a copy to the District 5840 TRF DSG Grants Committee Chairman unless the application is submitted electronically.

**(-----DO NOT WRITE BELOW THIS LINE-----)**

District 5840 TRF DSG Committee accepts the request. Project Number: \_\_\_\_\_

Reviewed by \_\_\_\_\_ Date: \_\_\_\_\_

Approved by \_\_\_\_\_ Date: \_\_\_\_\_

Check Number \_\_\_\_\_ for \$ \_\_\_\_\_ issued

Date: \_\_\_\_\_