District 5300 Foundation, Inc. Disaster Relief Grant Policy

Purpose

The District 5300 Foundation, Inc. ("the Foundation") provides disaster relief grant funding to Rotary clubs within District 5300 to assist nonprofit organizations serving individuals directly impacted by disasters such as the 2025 Eaton Canyon wildfire. These grants are intended to enable Rotary clubs to partner with nonprofits in delivering immediate, practical, and meaningful support to affected communities.

Grant Amount

- The maximum available is **$20,000** per grant.
- Grants will be awarded based on available funds and demonstrated need.

Eligibility

- Only Rotary Clubs in District 5300 may apply.
- Grants must be directed to **recognized nonprofit organizations** that are partnering with Rotary Clubs and are providing direct assistance to disaster-impacted individuals vetted by the recipient non profit.
- Grants that meet needs in one or more of Rotary's seven focus areas will be given priority
- Funds may not be used for:
    - Rotary Club operating expenses
    - Political or religious activities
    - Projects not directly related to disaster relief

Application Requirements

Rotary Clubs must submit an application using the District 5300 Grant Module. Detailed instructions are on the Grant Overview page in the module. Application must include:

- **Round Number** - Based on the instruction in the Grant Overview page in the module.
- **Project Description** – Clear explanation of how the funds will be used, including anticipated impact.
- **Complete Budget** – Itemized list of expected expenditures.
- **Project Oversight** – Names of the Rotarian(s) responsible for managing and reporting on the project.

Fund Disbursement & Use

- Approved funds will be disbursed to the applying Rotary Club's non-profit foundation or their nonprofit partner.
- Clubs must **expend funds within 60 days** of receipt.
- Funds must be used strictly for the purposes outlined in the approved grant application.

Reporting Requirements

Within **30 days of expending funds**, the applying club must submit a final report through the District Grant Module including:

- Narrative description of the project and outcomes.
- **Photographs** of events, distributions, or activities.
- **Receipts for all materials and expenses.**
- Any other relevant supporting data.

Failure to comply with these reporting requirements may disqualify the club from receiving future grant funding.

Oversight

The District 5300 Foundation Grants Committee will review applications, recommend approval to the District 5300 Foundation Board, and evaluate final reports. The Board reserves the right to request additional documentation, conduct site visits, or withhold future funding if policies are not followed. Clubs should contact the Grants Committee Chair if they have questions.

Effective Date

Adopted September 2025