

The District Flex Grant Application Checklist

 2018-2019

District 6080

Susan Haralson, District Governor

Please make sure you have the following items submitted:

\_\_ Completed and signed Flex Grant Application for 2018-2019

\_\_\_ Is the budget complete on the application including the list of all revenue sources and

 Itemized expenses?

\_\_\_ If the grant application involves a cooperating organization, have you included a letter of

 of participation from that organization that specifically states its responsibilities and how Rotarians will interact with the organization in the project? By signing this application, the Rotarian sponsors endorse the organization as reputable, responsible, registered with the project country, and acting within the laws of the project country. (Be sure cooperating organizations understand that we require copies of all financial documentation in connection with the project.)

\_\_\_ Club MOU (memorandum of understanding) signed by the 2018-19 President and President elect

\_\_\_ Do you understand the requirements that the grant project must not begin until after 8/4/18 and must be completed by 3/1/19 Final reports are due 4/15/19?

\_\_\_ Did your club have at least two club member attend the Grants management training seminar?

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT MICHAEL BRADY, DISTRICT 6080 GRANTS SUBCOMMITTEE CHAIR 2018-19!! CELL NUMBER 417 766 6165; OR EMAIL MLBADY33@MCHSI.COM.

Thank you so much for participating in this wonderful, rewarding Foundation program!!