

District 5440 Global Grants Cadre Review Process

The District 5440 Cadre member will review each grant twice:

1. The initial review by Cadre and grant committee will be a viability review, not a detailed review. The review should answer the question, "Given the description of the project, is it reasonable to think that The Rotary Foundation (TRF) would approve, assuming grant writer gathers all the needed information, obtains funding and takes all the required steps needed?"
 - a. If the answer is "Yes", District 5440 will approve the district designated funds (DDF) on Matching Grants website (MG) if funding is available and any club or project funding limits have not been exceeded.
2. The second or final review will occur after all the information is gathered from host club, quotes, surveys, MOUs, etc.; the Cadre will then do a more detailed review if needed before submitting the project to TRF.
 - a. The goal of this review is to point out any deficiencies in grant application and documentation that might prevent approval by TRF. Cadre member will offer suggestions and tips on how to make the application stronger with the goal of a quick TRF approval.
3. If during either review, the Cadre member or District 5440 Grants committee members has serious concerns that project may not be approved by TRF, an opinion from Regional Grants officer must be obtained before moving forward. This would normally apply to grants that are significantly different than previously approved grants.

What are the steps in the process?

1. District Grants Committee will notify Cadre member, based on Area of Focus, to review Global Grant once grant is ready on MG (Only grants with District 5440 Primary Partner will be referred)
 - o District Grants committee will add Cadre Member to email notification list for MG entry so Cadre Member will be updated throughout the life of the grant.
2. Cadre member should review the Online Proposal Form for the grant. The online proposal form mirrors The Rotary Foundation (TRF) application. Depending on whether it is initial or final review, the proposal form may not be fully completed.

The screenshot shows the 'Quebrada Seca Water Project' page on the Matching Grants website. The page has a yellow header with the project ID 'G-1764' and the title 'Quebrada Seca Water Project'. Below the header is a navigation bar with tabs for 'Description', 'Financing', 'Documents', 'Photos', and 'History Logs'. The 'Description' tab is selected. The 'Project Description' section includes the following information: Region: North America, Country: Guatemala, Location: Quebrada Seca, Total Budget: \$38,175, and Area of Focus: Water and sanitation. Below this, there is a detailed description of the project, which is partially obscured by a red circle. The red circle highlights a link that says 'View Online Proposal Form'.

3. Cadre member and/or grant writer should reach out to the appropriate RI resources, listed below, if necessary, to ensure the project will meet the requirements of Rotary Foundation.
4. Cadre member will fill out the District 5440 [sustainability score worksheet](#) to assist in Grant Evaluation.
5. Cadre member will schedule online meeting (Zoom/skype/phone conference etc.) to discuss project with Primary Sponsor. Please include District 5440 Grants Committee member and any other club members from Primary Sponsor club if requested.

Resources Available

Full List: http://www.rotaryresources.org/literature_234200/Rotary_Grant_Resources_Handout

Regional Grants Officers

Every district has a TRF contact for Global Grants. These are the people that will eventually review and approve/disapprove the Global Grant. They are an invaluable resource to ask questions ahead of time, so any potential issues can be identified early in the process. They should be first point of contact.

<https://my.rotary.org/en/document/rotary-grants-staff-contact-sheet>

Cadre of Technical Advisers

The Rotary Foundation [Cadre of Technical Advisers](#) is a group of volunteer Rotarians who provide technical expertise and advice to Rotarians planning and carrying out Rotary grant projects around the world.

Area of Focus Managers

TRF Areas of focus managers provide support and guidance for Rotarian activities in the six areas of focus. Managers are available for consultation about project design, new initiatives, and grants.

<https://my.rotary.org/en/document/areas-focus-staff-contact-sheet>

District 5440 Cadre

1. Krishna Murthy - Disease prevention and treatment - kmurthy5@comcast.net
2. Robin Steele - Basic Education and Literacy district5440grants@gmail.com
3. Paul Hebert - Water and Sanitation - paulvh2@gmail.com
4. Larry Salmen - Maternal and Child Health - larry.salmen@gmail.com
5. Larry Salmen - Environment - larry.salmen@gmail.com
6. Robin Steele - Economic and Community Development - district5440grants@gmail.com
7. Bill Timpson – Peace and Conflict Prevention/Resolution - william.timpson@colostate.edu

Revised 11/19/2022