



## DISTRICT 5150 MEMORANDUM OF UNDERSTANDING ADDENDUM ROTARY YEAR 2019 - 2020

**This Addendum gives Rotary Clubs in District 5150 additional guidance, conditions and requirements above and beyond The Rotary Foundation--Club Qualification Memorandum of Understanding. Clubs must comply with all provisions of both documents in order to participate in any TRF grant program.**

### REQUIRED BY DISTRICT

1. In order to receive a distribution of District Designated Funds (“DDF”) from The Rotary Foundation for a District or Global Grant, a Club must be qualified. The District will allocate DDF to non-qualified Clubs for them to allocate to other Clubs or Districts, but the Clubs cannot use the DDF for their own project.
2. To obtain club qualification, the Club President-Elect’s attendance is mandatory at one of the Grants Management and Memorandum of Understanding (MOU) training sessions sponsored by the District. Also at least one of the following must attend this training: President Nominee (preferable), International Chair, Community Service Chair or Rotary Foundation Chair. The signatures of the President Elect and President Nominee are required on the TRF MOU and District’s MOU Addendum. In the absence of a President Nominee, then one of the above-mentioned club committee chairs who attended the Grants MOU training may sign the MOU. Club certification must be completed by April 1, 2019 for the 2019 - 2020 Rotary Year.
3. Clubs must be:
  - Current on Rotary International and District dues;
  - In good standing with RI and the District, including membership reporting and financial obligations;  
and
  - Compliant with its State and Federal tax and other reporting requirements.
4. All information contained in the Grant Application must be true and accurate. The Club agrees to undertake each project as an activity of the Club. Clubs must be compliant with all requirements and conditions of their District and Global grants. Completing District Grant requirements after the due date will make that Club ineligible to participate in a District Grant and Global Grant the following year.
5. Grant funds will be disbursed as represented in the Application for the District Grant.
6. The Club will maintain a separate bank account for each District Grant over \$2,000 and for each Global Grant regardless of size.
7. The Club will comply with the required Rotarian activities and reporting requirements established from time to time by Rotary International and District 5150. If the project takes more than one year to complete, Interim Reports will be submitted every year, and Final Reports will be provided no later than two months after the completion of the project. District Grants must be completed in 22 months.

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**ADDITIONAL INFORMATION AND RECOMMENDATIONS BY DISTRICT**

8. If a Club desires to support a Vocational Training Team, it can be incorporated into a District Grant or a Global Grant Project. Only Global Grants receive matching funds from TRF.
9. Scholar programs may receive DDF allocations through either a District Grant or a Global Grant. Only Global Grants receive matching funds from TRF for Graduate Scholars.
10. The District recommends that the Club appoint the Club Foundation Chair and Avenues of Service Committee chairs to a 3-year term to facilitate continuity in those positions for their Club.

**AUTHORIZATION AND AGREEMENT**

*On behalf of the Rotary Club of \_\_\_\_\_, the undersigned agree to comply with all of the conditions and requirements of this Addendum to the Memorandum of Understanding (MOU) for Rotary year **2019-2020** and will notify Rotary International District **5150** of any changes or revisions to club policies and procedures related to these requirements.*

**Incoming Club President**

**President Term      2019-2020**

**Name** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Incoming Club President-Elect**

**President-Elect Term 2019-2020**

**President Term      2020-2021**

**Name** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Email completed TRF MOU and this Addendum to:**

William Gilmore  
District 5150 Stewardship Chair  
wg-arch@outlook.com