



*Terms and Conditions
District Simplified Grants (DSG)*

IN ACCEPTING A DSG, YOU MUST AGREE TO FOLLOW THE ROTARY FOUNDATION REQUIREMENTS REGARDING THE IMPLEMENTATION OF YOUR DSG PROJECT:

- A. Treat The Rotary Foundation grant funds as a sacred trust to be constantly safeguarded.**
- B. Assure competent and thorough supervision of the project with clear delineation of responsibility.**
- C. Use the grant funds only for eligible purposes outlined in your grant request.**
- D. Conduct all financial transactions and project activity at least at the level of standard business practices and in the full spirit of “The Four Way Test”.**

This requires:

- 1. Maintaining regular accounts of all transactions; retaining original receipts and invoices for a minimum of three years.**
- 2. Establishing an inventory system, where appropriate, for the control of equipment purchased with grant funds.**
- E. Exercise the highest attention to the prevention of even the appearance that Rotary grant funds are being used in an improper manner.**
- F. Report immediately any irregularity in grant related activity to the District WCS DSG Chair and the District Foundation Chair.**
- G. Return any unused funds at the completion of the project.**
- H. Submit a progress report by November 30, 2009, and April 30, 2010, and a completion report as soon as the project is finished. Two copies of the “Individual Project Summary for District Simplified Grants” are included. We encourage you to proceed promptly with expectations of completion by the end of this Rotary year, June 30, 2010.**

By signing below I agree to the following:

- All information in my application is true and accurate, to the best of my knowledge.**
- I understand and will comply with the requirements stated above.**
- I will comply with the reporting requirements outlined above.**

Club President

Print Name

Signature

Club

Date

Submit to:

Robert Hollman

9405 W Howard Ave, #357

Greenfield, WI 53228-1456

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