

Rotary District 6270 DSG Agreement  
for 2010 – 2011 year

**Upon notification to the Rotary Club of receiving a District 6270 Simplified Grant, please read this agreement, sign, make a copy and return the originally signed agreement to individual listed at the bottom of this sheet:**

**Requirements:**

- ❖ Treat the DSG funds of the Rotary International Foundation as a sacred trust to be constantly safeguarded.
- ❖ The project must include active hands on involvement of local Rotarians.
- ❖ Assure that the DSG funded project is competently supervised and completed.
- ❖ Use the DSG funds only for the eligible purposes outlined in the grant application.
- ❖ Conduct all financial transactions and project activity using standard 'best' business practices and in the full spirit of the "The Four Way Test".

This requires:

- Implementing accounting practices.
  - Submitting original receipts as requested and required.
- ❖ Assurance must be given that there is not even the appearance that DSG funds are being used in an improper manner.
  - ❖ Promptly return any unused funds at the completion of the project
  - ❖ Submit a mid-term **progress** report and a **completion report** as soon as the **project is finished or no later than May 30**. Two copies of the "*Individual Project Summary for the DSG*" are included.
  - ❖ The club is encouraged to proceed promptly with expectations of completion by the end of the Rotary year June 30.
  - ❖ If questions arise or if clarification is needed, contact the District 6270 DSG contact Bob Nolan, 414-425-5690, Ext 413; [mnolan@nolanacctgctr.com](mailto:mnolan@nolanacctgctr.com)
  - ❖ By signing below the Rotary Club of \_\_\_\_\_ and 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 (2010-2011 Term)**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Upon signing, make a copy for yourself and return original signed form by August 1 to:  
Bob Nolan, 4262 South 108<sup>th</sup> Street, Greenfield, WI 53228**

This form and other information on the DSG is available on the District website [www.rotary6270.org](http://www.rotary6270.org)