

# **Rotary District 7610**

## **District Rotary Foundation District Grants Chair and Subcommittee**

### Job Description

#### **Purpose:**

The district's District Grants subcommittee is responsible for coordinating all District Grants programs, except scholarships and vocational training teams, throughout the district.

#### **Qualifications of Members:**

In addition to the minimum recommended qualifications established in the District Leadership Plan and Procedures Manual, preference should be given to those with club-level experience with the District Grants program or former Simplified Grants program.

#### **Chair and Subcommittee Duties and Responsibilities:**

- ❖ Work with the members of the District Rotary Foundation Committee in determining the distribution of District Designated Funds (DDF).
- ❖ Encourage all clubs in the district to participate in at least one District Grant, either singly or in partnership with other clubs.
- ❖ Understand all TRF and all District 7610 policies and procedures with respect to District Grants.
- ❖ Develop a suitable District 7610 application form for District Grants, and ensure it is posted on the district website
- ❖ Advise and assist clubs in completing this application.
- ❖ Track club progress in completing District Grant projects by establishing and implementing a reporting system throughout the district.
- ❖ Lead seminar breakout sessions on how to apply for District Grants.
- ❖ Work with district officers to ensure the full utilization of all DDF.