

# Global Grant Scholarships Supplement



The Rotary Foundation awards scholarships through global grants and district grants. This document will focus on global grant scholars. Global grant scholars plan to pursue a career in an area of focus, and their graduate-level educational goals should support this career interest. The following chart compares scholarships under the new grant model with Ambassadorial Scholarships to give Rotarians a better understanding of what scholarships will look like under the new Rotary Foundation grants. For additional information on district grant scholarships, clubs should contact their district Rotary Foundation committee, and districts should refer to the *District Rotary Foundation Committee Manual*.

## SCHOLARSHIPS COMPARISON

	Ambassadorial Scholarships	Global Grant Scholarships	District Grant Scholarships
Cost	US\$25,000	US\$30,000+	Various amounts
Funding	Flat grant award; districts responsible for allocating full amount out of DDF	Clubs and districts allocate DDF and/or cash, which receives a World Fund match of 100 percent for DDF and 50 percent for cash.	Districts use funds from a block grant from DDF to fund scholars for any level of study, for any length of time, both locally and abroad.
Application	Available online; must be submitted to local <a href="#">Rotary club</a>	<a href="#">Available online</a> ; must be submitted to local <a href="#">Rotary club</a>	At the discretion of the sponsoring Rotarians; must contact local <a href="#">club/district</a> for specific information
REQUIREMENTS			
Area of Focus	No	Yes. Studies must be in one of the six <a href="#">areas of focus</a> .	No
International Institution	Yes	Yes	No; award can be used both locally and abroad.
Host Counselor and Club	Yes	Yes	No, but may be arranged by sponsoring Rotarians if desired

	Ambassadorial Scholarships	Global Grant Scholarships	District Grant Scholarships
Predeparture Documents	<p>Scholar sends to TRF Scholarships Department:</p> <ul style="list-style-type: none"> <li>• Scholarship Acceptance Form</li> <li>• Biographical Data and Housing Form</li> <li>• A copy of admission letter</li> <li>• Language exam results (if required)</li> <li>• Rotary Insurance Certificate form</li> <li>• Rotary Medical Certificate form</li> <li>• A copy of passport</li> <li>• A copy of visa</li> <li>• Travel Option Form (Option 1, 2, or 3)</li> <li>• A copy of travel itinerary</li> <li>• Electronic Funds Transfer Bank Information Form</li> </ul>	<p>Scholar provides to sponsoring Rotarians:</p> <ul style="list-style-type: none"> <li>• Proof of admission</li> <li>• Proof of insurance that meets TRF requirements</li> </ul>	<p>At the discretion of the sponsoring Rotarians</p>
Rotary Club Presentations	<p>Yes</p> <p>Predeparture: 1 to sponsor club</p> <p>During scholarship: 10-15 to Rotary/non-Rotary audiences</p> <p>After return: 8-10 to Rotary/non-Rotary audiences</p>	<p>Determined by international and host Rotarians</p>	<p>Determined by <a href="#">international and host</a> Rotarians</p>
Reports	<p>Yes; submitted to scholarship coordinator</p> <p>First report at midyear</p> <p>Final report at end of studies</p>	<p>Yes; submitted to sponsoring Rotarians</p> <p>First report within 12 months of receiving first payment</p> <p>Subsequent reports every 12 months thereafter for the duration of the scholarship</p> <p>Final report within 2 months of scholarship's end</p> <p>Receipts for expenses equal to or greater than US\$75 must be supplied with <a href="#">reports</a>.</p>	<p>Yes; submitted to sponsoring district Rotarians</p> <p>Must submit receipts for expenses equal to or greater than US\$75 for district reporting purposes; any other requirements determined by district.</p>
Acceptance to University at Application	<p>No; TRF Scholarships Department assigns district candidate to university. Scholar is responsible for gaining admission.</p>	<p>Yes; scholar must be accepted to specific university at the time of application.</p>	<p>At the discretion of the sponsoring Rotarians</p>

	Ambassadorial Scholarships	Global Grant Scholarships	District Grant Scholarships
Scholarship Administration	TRF Scholarships Department provides scholar with payments.	Club/district provides scholar with award payment.	Club/district responsible for providing scholar with award payment. In district grants, host districts are not required to provide counselors or support, and scholars should be advised accordingly.
Period and Level of Study	One academic year of undergraduate or graduate study	One to four years of graduate study	At the discretion of the sponsoring Rotarians
Outbound Scholar Orientation Participation	<u>Yes</u> ; scholars must attend outbound orientation session if one is offered in their district or region.	Yes; scholar must either complete TRF online orientation or attend an outbound orientation session; to be determined by sponsoring Rotarians.	Yes; sponsoring Rotarians to determine requirements
Language Proficiency	Yes, in the study country's language; tests required	Yes, in the study country's language (some exceptions; ask grant coordinator)	At the discretion of the sponsoring Rotarians
Restrictions	<ul style="list-style-type: none"> <li>• Not lived or studied for more than one year in study country</li> <li>• Cannot study at institution where previously enrolled</li> <li>• Minimum two years of college-level study completed</li> </ul>	<ul style="list-style-type: none"> <li>• Studies/career goals must relate to an area of focus</li> <li>• Study program must be at graduate level</li> <li>• Cannot use scholarship to fund studies that have already begun</li> <li>• Must live in host district</li> </ul>	At the discretion of the sponsoring Rotarians
TRF Coordinator Assistance for Scholar	Yes	Yes	No; the club/ district is responsible for all communication regarding the scholar.

Global grant scholarships may be a component of a larger grant application (e.g., scholarship plus a humanitarian project).

## **TIMELINES**

Global grant scholarship proposals and applications are accepted on a rolling basis throughout the year. Applications and payment information should be submitted at least three months before studies begin in order to allow adequate time for Foundation review and processing.

Applicants must provide proof of admission at the time of application; the DDF allocation is drawn from the year in which the application is approved.

Allow enough time to process the proposal and application. You'll need to respond quickly to any requests for additional information. Communicate with your partners throughout the application process to ensure that sponsoring clubs/districts are maintaining their qualified status.

## **FINDING AND INTERVIEWING ELIGIBLE CANDIDATES**

Global grant scholars plan to pursue a career in an area of focus, and their graduate-level educational goals should support this career interest. You may wish to work with universities to identify potential scholars (e.g., outstanding graduates of a water engineering program who are seeking funding for graduate school in that field). Alternatively, universities can alert Rotary clubs to students who have been accepted into their graduate programs within a particular area of focus.

Pursuing a career in an area of focus means the scholar has a long-term commitment to measurable, sustainable change. Be sure that potential candidates support the area of focus goals. See the examples in the Areas of Focus Statements of Purpose and Goals.

Beyond confirming a candidate's eligibility, you can use the interview to evaluate the candidate along these lines:

- Excellent leadership skills and potential
- Proven record of success in his/her academic field or vocation
- Personal commitment to community service
- Well-defined and realistic goals
- Concrete ideas as to how he/she will make advances within his/her chosen career field
- Sincerity about maintaining a lifelong relationship with Rotary after the scholarship period

## **SPONSOR ROLES AND RESPONSIBILITIES**

Once you've chosen a candidate, begin developing the grant proposal and application. See the chart at the end of this document for the stages of the process, as well as sponsor roles and responsibilities throughout the grant.

## **ORIENTATION**

Global grant scholars are required to participate in an outbound orientation session before departure. Options include a regional scholar orientation seminar, an orientation offered by the club or district, and the self-guided online orientation (using Rotary Foundation presentation).

### ***Regional scholar orientation seminars***

A list of regional global grant scholar orientation seminars worldwide is regularly updated and

accessible on the [RI website](#). If you would like to send a scholar to one of these orientations, contact the organizer listed on the website.

### ***District-run orientation***

If your district would like to organize its own scholar orientation seminar, contact your district's grant coordinator for materials. Regional orientation seminar organizers may also be willing to provide feedback and assistance.

### ***Club-run orientation***

Your club may want to hold an individual orientation for the scholar. It should cover the same material as in a regional or district orientation, but it doesn't need to be as formal or lengthy. Contact your district's grant coordinator for seminar materials.

### ***Online orientation***

An online [scholar orientation](#) may be used in place of others, when necessary. The 30-minute presentation includes information on

- The Rotary Foundation and global grants
- Scholar responsibilities
- Reporting requirements
- Strategies for success
- Sexual harassment and inappropriate behavior

All scholars are asked to complete the online orientation as part of the predeparture process; a link is included in the global grant scholar acceptance packet.

To help provide protection and support to both Rotarians and scholars, the Foundation requires that scholar orientations include a section on sexual harassment. A Rotary guide on crisis management is available from Foundation staff. We recommend that you review both the guide and Rotary's policy on sexual abuse and harassment.

## Rotary Foundation Code of Policy on Sexual Harassment and Abuse

### 7.080. Sexual Abuse and Harassment Prevention

All Rotarians, clubs, and districts are required to follow the statement of conduct for working with youth guidelines established by Rotary International, and the following guidelines adopted by The Rotary Foundation Trustees:

1. TRF has a zero-tolerance policy against sexual abuse and harassment.
2. An independent and thorough investigation must be made into any claims of sexual abuse or harassment.
3. Any person involved in a TRF program against whom an allegation of sexual abuse or harassment is made must be removed from all contact with TRF program participants until the matter is resolved.
4. Any allegation of abuse must be immediately reported to the appropriate law enforcement agency, in accordance with TRF's zero-tolerance policy.
5. The Rotary Code of Policies provides guidelines pertaining to Rotary clubs and their members who are found to be involved with sexual harassment. A non-Rotarian who admits to, is convicted of, or is otherwise found to have engaged in sexual abuse or harassment must be prohibited from working with TRF program participants in a Rotary context.
6. If an investigation into a claim of sexual abuse or harassment is inconclusive, then, for the safety of TRF program participants and the protection of the accused, additional safeguards must be put in place to assure the protection of any TRF program participants with whom the individual may have future contact. If there are subsequent claims of sexual abuse or harassment, the person shall be permanently prohibited from working with TRF program participants in a Rotary context. Regardless of criminal or civil guilt, the continued presence of the person could be detrimental to the reputation of the organization and could be harmful to TRF program participants. It can also benefit the person in preventing additional accusations from other TRF program participants. A person who is accused but later cleared of charges may apply to be reinstated to participate in TRF programs. Reinstatement is not a right, and no guarantee is made that he or she will be reinstated to his or her former position.
7. The general secretary shall take steps to ensure a Rotary district's compliance with these guidelines should it be determined that a district is not adhering to them. (April 2005 Trustees Mtg., Dec. 118)

## **SCHOLAR REPORTING REQUIREMENTS**

The scholar is required to send a [report](#) to the sponsoring Rotarians every 12 months for the duration of the scholarship. (If the scholarship period is less than 12 months, the scholar is required to send a final report to the sponsoring Rotarians at the end of the scholarship period.)

The report summarizes the studies/research and the relationship to the pertinent area(s) of focus and the scholar's Rotary and community involvement. It also includes a statement of income and expenses, including receipts for any expenses equal to or greater than US\$75.

Scholars should provide the summary sections in the language of the host sponsor as well, if it is different from his/her own.

## **POST-SCHOLARSHIP**

Although the scholarship period ends, the Rotary-scholar relationship should not. Get updated contact information from the scholar and invite him or her to speak about his/her experiences at Rotary club meetings and district conferences.

## **SAMPLE BUDGET GUIDELINES**

### **Postapproval/Pretravel**

- Passport/visa
  - Eligible: cost of obtaining a passport and visa
- Inoculations
  - Eligible: cost of inoculations
  - Not eligible: cost of doctor appointment
- Medical insurance
  - Eligible: comprehensive international medical insurance (as specified in the grant terms and conditions) for the duration of the scholarship
  - Not eligible: travel insurance
- Travel expenses, as specified in the grant terms and conditions

### **During Study Period**

- School supplies
  - Eligible: books, workbooks, computer
- Tuition
- Room and board
- Household supplies
- Transportation
- Study-related travel

### **Other Ineligible Expenses**

- Any expenses incurred before the application is approved (application fees, language exam fees, etc.)
- Purchase of
  - Furniture
  - Automobile
  - Bicycle
- Clothing
- All expenses for spouses and dependents
- Housing expenses in the home country during the scholarship period
- Any taxes owed as a result of receiving the scholarship
- Medical care (including dental care)
- Entertainment
- Personal travel
- Expenses related to Rotary events

Note: Most personal and miscellaneous expenses are not covered by the scholarship funding.

If there are certain expenses that you think should not be covered by the scholarship (e.g., alcohol), notify the scholar directly.

	International Sponsor	Host Sponsor	Host Counselor
Candidate is chosen	Provide candidate with grant terms and conditions.		
	Find a host sponsor and host counselor (contact host district governor or TRF chair).		
	<b>Sponsors confirm they have no overdue reports.</b>		
	<b>Sponsors agree to partnership and designate primary contacts.</b>		
Application is submitted	Inform candidate of any Foundation requests for information. Supply it through Member Access.	Assign a host counselor for the scholar.	Correspond with applicant.
	Help candidate create an award budget and a personal budget.		Advise applicant of reasonable budget guidelines for living expenses.
	<b>Sponsors establish payment details for grant funds.</b> <i>Which sponsor will receive funds? How many installments will be paid to scholar?</i>		
Application is approved	<ul style="list-style-type: none"> <li>Communicate payment and reporting schedules to scholar.</li> <li>Provide scholar with approved budget.</li> </ul>		
	<b>Sponsors determine a payment plan and complete payment process online.</b>		
	Send funds to scholar.		
	Arrange outbound scholarship orientation.		
Scholar arrives in host district			Arrange to meet scholar at airport/train station or other point of arrival.



	International Sponsor	Host Sponsor	Host Counselor
		Include scholar in district or regional orientation for inbound scholars, if available.	
<b>Scholar begins studies</b>	Correspond with scholar regularly.		Invite scholar to weekly club meetings and the district conference and encourage Rotarians to offer home hospitality.
	Encourage scholar to share any concerns or problems about host counselor/club.		Encourage open communication and be available to scholar.
	If scholarship is longer than 12 months: <ul style="list-style-type: none"> <li>• Collect interim reports and send to TRF.</li> <li>• Collect receipts for expenses of US\$75 or more for club records, per qualification terms.</li> </ul>		
<b>Scholarship ends</b>	Ensure that scholar submits final report to you, with required receipts.		Meet with scholar to ensure that all necessary closing tasks are completed.
	Help scholar arrange speaking engagements at clubs in your district.		Invite scholar to make farewell speech to your club.
	Maintain club relationship and keep contact information current.		Discuss post-scholarship plans, and obtain contact information.
	Encourage participation in TRF alumni activities.		