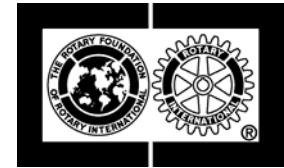




# The Rotary Foundation Health, Hunger and Humanity (3-H) Grants Proposal Instructions



Revised November 2007

**Give them a fish and they eat for a day. Teach them to fish and they eat for a lifetime.**

## **What are Health, Hunger and Humanity Grants?**

Self-help is the emphasis of The Rotary Foundation's Health, Hunger and Humanity (3-H) Grants program. Through this program, the Foundation provides grants for large-scale international development projects that improve health, alleviate hunger, and enhance human and social development as a means of advancing international understanding, goodwill, and peace. The goal of the program is an improvement in the quality of life through an increased competence or capacity that leads to self-reliance.

## **Who can apply?**

Partnerships of at least two Rotary clubs and/or districts, one from inside the project country and the other from outside, who together have successfully completed and reported on a Matching Grant within five years prior to submitting their 3-H grant request may apply. Both partners must be in good standing with Rotary International and The Rotary Foundation.

## **What are the funding limits?**

The minimum 3-H grant award is US\$100,000 and the maximum award is \$300,000. The sponsoring partners must contribute an amount equal to at least 10% of the award amount (up to \$30,000).

## **What are the requirements for a 3-H grant?**

- 3-H grants must provide long-term benefits of a self-help nature to a large number of people.
- Projects must use an integrative approach, including a combination of project components, such as training, community participation, Rotary Community Corps, capital assets, technical expertise from Rotarian and/or non-Rotarian sources, and capacity-building.
- Project activities must be self-sustaining or have continued support from other sources after all TRF funds have been spent.
- The project plan must have defined and measurable outcomes that are a result of defined and measurable objectives.
- Rotarians from the host and international partnering clubs/districts must actively participate in the project through planning, hands-on implementation, and oversight.
- The beneficiary community must be involved in the project from the planning stage through completion.
- Projects should be implemented over a two- to four-year time period.

## **How do clubs and districts apply for a 3-H grant?**

- Establish a Rotary partnership with a club or district in another country and do a Matching Grant.
- Together with the partnering club or district, undertake a community needs assessment and design a project. The assessment is intended to guide prospective applicants through the discovery process and document how Rotarians came to choose the proposed project.
- Submit a 3-H proposal so TRF can determine the eligibility of the project. If the project is eligible, TRF staff will provide a 3-H grant application form.
- Complete and submit the application form.

## **What is the 3-H grant business cycle?**

3-H grant decisions are made on an annual basis, according to the timeline below.

Date	Action
1 July – 31 March	Proposals for 3-H funding and needs assessments accepted. Eligible proposals will receive an application form to be completed.
1 August	Completed application deadline
1 November	Final deadline for sponsors to respond to all TRF staff and technical reviewer inquiries
December – February	On-site project evaluations selected and conducted
May	Funding decisions announced

## **What are the submission instructions?**

The Community Needs Assessment and Proposal must be submitted on the form below and should not exceed 3-5 pages in length, including attachments.

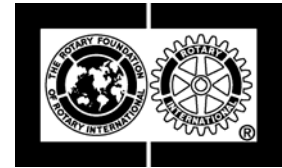
The proposal will be returned if a) the partners have not worked *together* as primary sponsors of a Matching Grant in the last five years, b) contact information for both partners is not included, or c) budget information is not provided.

Submit the Community Needs Assessment and Proposal forms by e-mail, fax, or post to:

Humanitarian Grants  
The Rotary Foundation  
One Rotary Center  
1560 Sherman Avenue  
Evanston, IL 60201-3698  
E-mail: [grants@rotary.org](mailto:grants@rotary.org)  
Fax: 847-866-9759



# The Rotary Foundation Health, Hunger & Humanity (3-H) Grants



## Community Needs Assessment Form

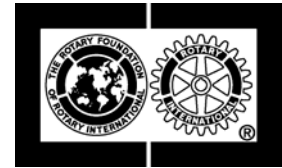
Revised November 2007

Please provide short answers to all questions in the boxes provided. The boxes will expand as you type.

1. Name and location of community(ies):
  2. Describe the targeted benefiting community. Use any relevant statistics as well as geographic and demographic information about the community. Where applicable, cite your sources.
  3. What groups, persons, or organizations were consulted and/or surveyed for the assessment?
  4. What methods were employed to survey the community and to collect and evaluate its feedback?
  5. What unmet needs and opportunities for projects did you identify from the collected data?
  6. What resources are available locally to help meet the needs (e.g., government agencies, NGOs, etc.)?
  7. What is already being done in the community to respond to the identified needs (e.g., government programs, NGO projects, community action, municipal activity, or prior Rotary projects)?
  8. Which needs will you address in your new project? Why? Please include specific information about the sponsoring clubs'/districts' capacity, expertise, and experience, if this was part of the reason.
  9. What challenges to implementation of this project did you identify?
  10. Estimate the number of people expected to benefit from the project:
  11. Who prepared this Community Needs Assessment?
-



# The Rotary Foundation Health, Hunger & Humanity (3-H) Grants Proposal Form



Revised November 2007

Please provide short answers to all questions in the boxes provided. The boxes will expand as you type.

1. Provide host and international partner contact information below. (The "host" partner is in the project country.)  
(Note: Primary contacts must be a member of the sponsoring club or an officer of the sponsoring district.)

Host Partner (inside the project country)		International Partner (outside the project country)	
Rotary club		Rotary club	
District		District	
Country		Country	
<i>Host Primary Contact</i>		<i>International Primary Contact</i>	
Name		Name	
Address		Address	
Phone		Phone	
Fax		Fax	
E-mail		E-mail	

2. The partners submitting the 3-H proposal must have previously worked **together** as **primary** partners of a Matching Grant in the last 5 years to be eligible for consideration for a 3-H grant. List the grant number(s) of the Matching Grant(s) in which the clubs/districts listed above have previously served together as primary partners in the last 5 years.

**Matching Grant #s:**

3. Provide a description of the project that includes the project location, describes the humanitarian need to be addressed, states how many people will benefit, and explains how the partners will utilize an integrative approach to address the problem.

4. Describe the roles of Rotarians, the benefiting community, and cooperating organizations in planning and implementing the proposed project.

5. How do the partners propose to sustain the project after 3-H funds are discontinued?

6. Provide a preliminary budget of proposed expenditures. Provide a total amount for each category below.

Budget Category	US\$ Amount
Equipment / Furnishings (Assets)	
Materials / Supplies (consumables)	
Training Costs (not including employees)	
Personnel (not to exceed 1/3 of the award amount or US\$100,000)	
International Travel Costs (up to 7.5% of the award amount or US\$20,000)	
Revolving Loan Fund Capital (if applicable)	
Other (please specify)	
<b>TOTAL 3-H BUDGET</b>	

7. Identify the anticipated sources of funding for the proposed project.

Project Financing	US\$ Amount
Amount to be requested from TRF (maximum award is US\$300,000)	
Total cosponsor contributions (at least 10% of the requested award)	
<b>TOTAL FINANCING</b> (should equal budget)	

8. Note any additional funds that will be contributed to the project and list the donor organizations.

Donor Organization	US\$ Amount