# Terms and Conditions for Rotary Foundation Packaged Grant: Nursing Scholarships

For grants awarded after 1 July 2013



The Rotary Foundation may modify the terms and conditions of the grant at any time. Updates can be found on <u>rotary.org</u> or requested at <u>grants@rotary.org</u>.

### I. What We Fund

Packaged grants for scholarships for nursing students are collaboratively developed activities designed to maximize the resources of The Rotary Foundation (TRF), Rotary clubs and districts, and Aga Khan University (AKU). These grants will provide funding for nursing students to obtain Enrolled Nurse to Registered Nurse diplomas and Registered Nurse to Bachelor of Science in Nursing degrees at one of the university's three campuses in East Africa.

## **II. Eligibility Guidelines**

All Rotary Foundation packaged grant activities must:

- 1. Relate to the mission of The Rotary Foundation
- 2. Include the active participation of Rotarians
- 3. Exclude any liability to TRF or Rotary International beyond the funding amount of the grant
- 4. Adhere to the applicable laws of the United States and the host area of the grant, and harm no individuals or entities
- 5. Only fund activities that have been reviewed and approved before their implementation
- 6. Demonstrate sensitivity to the host area's tradition and culture
- 7. Comply with the Conflict of Interest Policy for Grant Participants as outlined in section 7.030 of <u>The Rotary Foundation Code of Policies</u>
- 8. Comply with the policy regarding the use of Rotary Marks as outlined in section 1.060.9 of <u>The Rotary Foundation Code of Policies</u>

## **Nursing Scholarships Packaged Grants**

All projects and activities funded by these packaged grants must:

- 1. Support the studies of admitted nursing students at AKU's East Africa campuses who demonstrate academic excellence as well as an interest in fulfilling TRF's mission
- 2. Align with the goals of Rotary's maternal and child health area of focus

- 3. Encourage the development of long-term relationships between the scholars and their mentoring Rotary clubs
- 4. Be sponsored by Rotary District 9211 and District 9212, where AKU's East African campuses are located and where the students work and reside

Rotarians representing the sponsor district must participate by:

- 1. Communicating scholarship opportunities to admitted nursing students in collaboration with AKU staff, including attending student orientation for recruitment purposes.
- 2. Reviewing student applications, selecting scholarship candidates, and submitting a completed district application to TRF.
- 3. Designating Rotary clubs whose Rotarians will serve as mentors for assigned scholars for the duration of the scholarship as described in Guidelines and Suggested Activities for Mentoring Clubs.
- 4. Attending a mentoring orientation event at AKU with their scholar.
- 5. Alerting TRF to any potential stewardship issues or allegations of inappropriate behavior.

#### Scholarship candidates must:

- 1. Have been admitted to one of AKU's East Africa campuses in order to obtain an Enrolled Nurse to Registered Nurse diploma or a Registered Nurse to Bachelor of Science in Nursing degree.
- 2. Demonstrate a strong background and high potential in the following aspects of their lives: academics, professional work, community impact, and personal character.
- 3. Maintain good academic standing with AKU for the duration of the scholarship period.
- 4. Attend AKU mentoring orientation with Rotarian mentor(s).
- 5. Actively participate in the mentoring program as outlined in the Guidelines and Suggested Activities for Mentoring Clubs.

Allowable expenses have been negotiated with AKU for this packaged grant. This packaged grant can fund:

- 1. Tuition costs
- 2. Domestic travel expenses for scholars directly related to their program of study
- 3. Books
- 4. Lab fees
- 5. Room and board
- 6. Other program expenses negotiated between TRF and AKU

# **III. Restrictions**

Grants cannot be used to unfairly discriminate against any group; promote a particular political or religious viewpoint; support purely religious functions; support activities that involve abortion or that are undertaken solely for sex determination; fund the purchase of arms or ammunition; support Rotary Youth Exchange, RYLA, Rotary Friendship Exchange, Rotaract, or Interact; or serve as a new contribution to the Foundation or another Rotary Foundation grant.

## IV. How to Apply

Apply for grants online through Rotary Grants.

In order to receive a grant from The Rotary Foundation, all primary sponsor districts involved must be qualified by The Rotary Foundation, and for packaged grants, all primary sponsor clubs involved must be qualified by their district. In addition, districts, clubs, and all grant committee members must be in good standing with Rotary International and The Rotary Foundation. Individuals prohibited from serving on a grant committee include RI fiscal agents, national treasurers, and officers and paid staff of a cooperating or beneficiary organization associated with the grant. When acting as a primary sponsor, each district and each club is limited to 10 open grants at a time.

For this packaged grant, students will submit their scholarship applications to Aga Khan University. The university will compile and send applications to a Rotarian country committee chair. Applications will be screened by the country committee. Each country committee will make preliminary selections and submit a list of potential scholars to the district's primary contact. The primary contacts will collect candidates' names and individual scholar applications. Country committees will match selected scholars with a Rotary mentoring club near the campus. Once all scholars have been selected and confirmed, the district submits the application form and the name of the Rotary mentoring club for each student through Rotary Grants.

All districts involved must each establish a grant committee of three Rotarians. Members of this grant committee must come from the primary sponsor club (if the grant is club-sponsored) or district (if the grant is district-sponsored). For club-sponsored grant applications, district Rotary Foundation committee chairs must confirm that the primary sponsor clubs are qualified.

# V. How Packaged Grants Are Funded and Paid

Packaged grants for AKU scholarships are funded by TRF from the World Fund and will be paid directly to AKU once all payment requirements and contingencies have been met. Payments will be made in annual installments.

All contributions, other than DDF, are irrevocable contributions to The Rotary Foundation and are not refundable.

# VI. Reporting Requirements and Documentation

Progress and final reports are required from scholarship recipients, AKU, and Rotarian sponsors. All reports must be submitted to TRF within 12 months of receiving the first grant payment and every 12 months thereafter.

At the end of each academic year, mentoring clubs will fill out a brief report form describing their mentoring activities. The district's primary contact will collect reports from the clubs and submit them with the report to TRF. Sponsor progress and final reports must be uploaded to

Rotary Grants. These forms must be completed in their entirety for the report to be accepted. New grant applications will not be accepted by TRF if the sponsor has an overdue report for any TRF grant. TRF reserves the right to review grants at any time, regardless if a grant is in progress or closed, conduct an audit, send a monitor, require the submission of additional documentation, and suspend any or all payments if deemed necessary. Sponsors who fail to adhere to TRF policies and guidelines in implementing projects may be barred from receiving future grants for a period of up to five years.

Scholarship recipients will submit a brief report form at the end of each academic year to AKU describing their mentoring experience with Rotarians.

AKU will submit an annual report that includes scholar reports as well as all scholars' current academic status. AKU will also provide a financial accounting of funding received and expended. The next installment payment to AKU will be released once this report and the sponsors' report have been reviewed and accepted.

TRF will share relevant reporting information with AKU and grant sponsors as deemed appropriate for the benefit of the partnership.