



## Stewardship of Foundation Funds by Clubs and Districts

The following policy serves as the guiding principle upon which grant fund accounting practices should be based:

### From The Rotary Foundation Code of Policies

#### **7.030. Stewardship of Foundation Funds by Clubs and Districts**

The Trustees have adopted the following policy regarding stewardship of Rotary Foundation Funds by clubs and districts:

The Trustees of The Rotary Foundation of Rotary International recognize that the funds received from Rotarians around the world are voluntary contributions reflecting their hard work and dedicated support. These Rotarians have entrusted The Rotary Foundation with their contributions with the faith and understanding that they will be used effectively and for the purposes for which they were given.

Therefore, the Trustees of The Rotary Foundation acting in their capacity as stewards of these funds, stress the importance of proper fiscal management in any activities associated with the programs of The Rotary Foundation. The Trustees rely on the integrity of the clubs and the Rotarians engaged in project implementation to ensure that funds are used effectively for the purposes for which they were given. The Trustees will promptly investigate any irregularities coming to their attention and take whatever action may be appropriate.

The recipient of a grant and, as appropriate and feasible, the grant's sponsor in application and all others associated with the project are expected to

1. Treat Rotary Foundation grant funds as a sacred trust to be constantly safeguarded from loss, misuse, or diversion and to be used only for the stated purpose that shall be strictly interpreted;
2. Exercise the highest attention to the prevention of even the appearance that Rotary Foundation funds are being used in an improper manner, whether such appearance may be in the eyes of Rotarians or the general public. Such attention is expected to go beyond that afforded to the use of private or corporate funds;
3. Assure competent and thorough oversight of the project with clear delineation of responsibility;
4. Conduct all financial transactions and project activity relating to the grant at least at the level of standard business practice and always in consonance with the "Declaration of Rotarians in Business and Professions" and in the full spirit of the Four Way Test;
5. Report immediately any irregularity in grant-related activity to The Rotary Foundation;
6. Implement projects as approved by the Trustees in their grant award. Any deviation from the agreed terms or changes in the implementation of the project must receive prior written authorization from The Rotary Foundation;
7. Arrange for performance reviews and/or independent financial reviews in accordance with current Trustee policy and guidelines;
8. Report on both program and financial activities on a timely and detailed basis.
9. Be held accountable for appropriately addressing all concerns regarding project implementation for which notification has been sent.