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**January 27, 2018:**  Grants Management and MOU (Memorandum of Understanding with The Rotary Foundation and District 5150) training at Redwood High School. President Elects and President Nominees (or substitute member) must take this training or the one on March 17, 2018. If they do not, their Clubs will be ineligible to sponsor District or Global Grants during the 2018-19 Rotary year.

**January 31, 2018:** David Hellman, Grants Committee Chair, will send reminder to Clubs that District Designated Funds (DDF) Global Grant Allocation forms for the 2017-18 Rotary Year must be submitted to David Hellman at davidhellman@earthlink.net by February 28, 2018 or the District will make the allocation of unallocated DDF to other Global Grant projects/Polio Plus/Peace Fellows

**March 1, 2018:** DDF Global Grant Allocation Forms for the 2017-18 Rotary year must be submitted to David Hellman, Grants Committee Chair, at davidhellman@earthlink.net or the District will make the allocation of unallocated DDF to other Global Grant projects/Polio Plus/Peace Fellows. The Rotary Club DDF “Fair Share” Transfer Approval and the Rotary Club DDF “Fair Share” Use Form are available on the District 5150 Website to make those allocations.

**March 17, 2018:** Makeup for Grants Management and MOU (Memorandum of Understanding with The Rotary Foundation and District 5150) training will occur after the District Assembly at Redwood High School for those President Elects and President Nominees (or substitute members) who did not take training on January 27, 2018 and anyone else who would like to take the training.  President Elects and President Nominees (or substitute member) must take one of those trainings or their Clubs will be ineligible to sponsor District or Global Grants during the 2018-19 Rotary year.

**April 1, 2018:** The Rotary Foundation “Club Qualification Memorandum of Understanding” and the “District 5150 Addendum” must be signed by the President Elect and President Nominee (or substitute person if none) and sent to William Gilmore, District Stewardship Committee Chair, at wg-arch@outlook.com or the Club will not be allowed to do its own District or Global Grants during the 2018-19 Rotary year.

**April 20, 2018:** David Hellman, Grants Committee Chair, will send Clubs an estimate of the DDF that will be available to them during the 2018-19 Rotary year.

**May 1, 2018:** Clubs must submit their Final or Interim Report for 2017-18 District Grants to Cyndy Simms (District Grants Coordinator) at districtgrants5150@gmail.com. If they are not submitted timely, the Club will not be allowed to do its own District or Global Grants during the 2018-19 Rotary year.

**June 1, 2018:**  Clubs desiring to do a District Grant project during the 2018-19 Rotary year must submit their District Grant Application to Cyndy Simms, District Grants Coordinator, at districtgrants5150@gmail.com. The Application must be signed by the President Elect and President Nominee. If the Application is not submitted timely, the Club will not be allowed to do its own District Grant during the 2018-19 Rotary year.

**June 30, 2018 (or thereabouts):** David Hellman, Grants Committee Chair, will submit the District’s 2017-18 Rotary year District Grants Report to The Rotary Foundation. If a report is not submitted timely the District will not be able to do District Grants during the 2018-19 Rotary year.

**July 5, 2018:** David Hellman, Grants Committee Chair, will notify the Clubs of the amount of DDF available to the Club for the 2018-19 Rotary year.

**July 15, 2018:** Cyndy Simms, District Grants Coordinator, will notify the Clubs of the amount of District Grants the District has approved (subject to The Rotary Foundation approval). When the TRF approval is received, the Clubs will be notified by Cyndy Simms, District Grants Coordinator, of final approval (approximately August 15, 2018).

**July 20, 2018:**  David Hellman, Grants Committee Chair, will submit the District’s Application to The Rotary Foundation for District Grants for the 2018-19 Rotary year.