

DISTRICT GRANT APPLICATION DISTRICT 5440

(TRF MISSION RELATED)
Effective May 1, 2015



GRANT APPLICATION INSTRUCTIONS

Only clubs that have submitted a district grant planning form by May 15, 2015 and received notification of preliminary approval may submit an application.

1. This is the name of the club applying for the grant.
2. **Do not** provide the extensive background of the need. Describe what you are going to do, where you are going to do it and the objectives of the project. Be sure to indicate the anticipated start and stop date of the project.
3. Show the community need and how the project meets this need. Indicate how many people will benefit from this project.
4. All grants require "hands on" involvement whether local or international. Describe the activities of both your club members and of Rotarians in any other club who may be involved. **BE SPECIFIC.**
5. Public relations efforts are required.
6. This person is required to submit all required reports, to monitor progress and insure completion of the project. All requirements for record keeping and money management must be met.
7. These sections pertain only to international projects. The "hands on" and Final Report by the Primary Contact requirements remain in effect
8. If the person managing the project is different from the person in item 6, please provide their contact information.
9. Only applicable if using a Cooperating Organization. **Be sure to submit the letter of participation with the application.**
10. Be as accurate as possible. Retain copies of any bids or preliminary invoices secured at this time.
11. Accurately show how the project will be funded. Totals in #10 and #11 **must be the same.** The maximum that can be requested from the District is \$4,000.
12. Signatures on last page **must be from three different people in the club plus the district grants committee member assigned to the project.** All three of the people in the club should be involved, aware and willing to accept responsibility for supervision, record keeping and preparation of the Final Report if needed. The signature of the district grants committee member signifies that the application has been reviewed and meets all of the district grant guidelines.

Applications will be accepted on a first-come, first-serve basis.

A Final Report must be submitted within 30 days of the completion of the project, with an Interim Report due on the 12 month anniversary of the grant. Grant report forms are available on the District Website. **Reports must be accompanied with receipts and other documentation to verify proper expenditures.**

Submit the application to your district grants committee member who will then approve it and send it on to the district grants chair.

DISTRICT 5440
District GRANT APPLICATION
(modified May 21, 2014)

Our Mission:

... to enable Rotarians to advance world understanding, goodwill, and peace through the improvement of health, the support of education, and the alleviation of poverty.

(Endorsed by the Council on Legislation, April 2007)

Please print or type all information

1. ROTARY CLUB Reveille Rotary Club of Casper

2. Briefly describe the project, its location, and its objectives.

Reveille Rotary of Casper is serving as the lead organization in a collaborative community effort that includes the Casper Fire-EMS, Casper College Fire Science, AARP, Casper/Natrona County Health Department and the Natrona Senior Health Network. Our goal is to help seniors in our community who desire to live independently to do so in safe environments.

Our mission is to install safety devices such as smoke alarms that have 10 year batteries, night lights and light bulbs in seniors' homes. While we are installing the safety devices, we will conduct a cursory safety assessment of the home and recommend community resources to assist in areas beyond our capability.

The smoke detector project will be done in two phases. The purchase of supplies for the first event on October 17, 2015 will be done with funds from Reveille Rotary and local partners. If the District Grant request is approved and funds are available prior to October 17th they may also be used for Phase I. Most likely, the District Grant funds will be used to complete Phase II of the project in March of 2016.

September 14, 2015
Start Date (Cannot commence before grant is approved!)

December 31, 2016
Estimated Completion Date

3. Describe how the project will benefit the community and/or improve the lives of the less fortunate. Also indicate the number of people that will benefit by this project.

In Natrona County, 75,450 residents live in 34,363 households. Of these households:

- 6,745 (19.6%) have one or more individuals 60 years of age or older.
- 2858 (8.3%) are occupied by individuals 60 years of age or older who are living alone.
- 723 individuals 65 years of age or older are living at or below the federal poverty level

Many seniors living alone have outdated smoke detectors and are not able to change the batteries. Old or poorly maintained furnaces and water heaters, the use of space heaters, overuse of extension cords and carelessness in the kitchen all contribute to fire hazards in the home. Having working smoke detectors is a critical need to help keep our seniors safe.

Among older adults, falls are the leading cause of both fatal and nonfatal injuries. Fall prevention can be accomplished by making simple environmental changes. Many falls occur at night because of

inadequate lighting. In addition to installing smoke alarms with 10 year batteries, we wish to install 2 night lights and replace older light bulbs with brighter long lasting bulbs in each home. If any additional needs are identified (i.e. an individual who could benefit from grab bars in their bathroom), we will have a list of community resources that will be given to the senior for follow up.

Based on the cost of the detectors and lights that will be needed in the average home, the available funding for this project will enable us to address 140 senior households. Given that on average, there are 1.7 individuals in a senior household, more than 230 people will receive a direct benefit from this project.

4. Describe the nonfinancial participation by sponsoring Club Rotarians in the project (i.e., How many Rotarians will be involved and what will they do?).

It is our goal to have 20 of our 26 members of the Reveille Rotary Club of Casper involved in this project. On Saturday, October 17, 2015, club members will be teamed with Casper College Fire Science students, AARP volunteers and Casper Fire Fighters to undertake Phase I of the project. Each team will be assigned four to five homes and will install safety devices and conduct safety assessments in those homes. Any Rotarian not able to participate on October 17th will have the opportunity to assist with planning and/or marketing the event, and helping with Phase II in the spring of 2016.

Are other Rotarians, either local or international, going to be involved in the project?

How?

If we need additional individuals to assist with installation, we will seek the assistance of Rotarians from the other two Casper Rotary clubs.

5. How will the general public know this is a Rotary-sponsored project? Please provide details of the publicity plan.

Our marketing plan is multi-segmented. We are planning to make presentations to several health and human service organizations. These presentations will be made by a member of Reveille Rotary and the program introduced as a Rotary Service Project.

Written flyers and brochures that will be given to members of the Senior Center as well as health and human service organizations will indicate this is a Rotary sponsored project and will bear the approved Rotary logo.

PSAs will be done on local television and radio stations and will all include the message that this is a Rotary sponsored project.

On the days the safety devices are being installed, all Rotary members will be encouraged to wear their Rotary pins and shirts.

6. Project Contact – Who in the club is the primary contact who will monitor progress, provide additional information if needed and submit the final report?

<u>Marilyn Connor</u>			<u>marilync@cwhp.org</u>
<i>Primary Contact Name</i>	<i>Rotary Title/Position</i>		<i>E-mail</i>
<u>910 Waterford St.</u>	<u>Casper</u>	<u>WY</u>	<u>82601</u>
<i>Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
			<u>258-7224</u>
			<i>Phone</i>

7. **International Projects only** – Identify the partner organization that you will work with in the host country and what experience you have working with them. Also indicate how this partner will help assure that the project is completed as proposed, funds spent appropriately, recognition of Rotary visible, and reports completed in a timely manner, including receipts and bank records?

8. Provide project manager name and contact information if different from 6 above.

Contact Name	Rotary Title/Position	E-mail
Address	City/State/Zip	or Country
		Phone

9. Cooperating Organization – If the project involves a cooperating organization, please provide the name of the organization below and attach a letter of participation from that organization that specifically states its responsibilities and how the organization will interact with Club Rotarians for the project. ***By signing this application, the Rotarian sponsors endorse the organization as reputable, responsible, registered with the project community, and ensure grant activities, including the conversion of funds, are in accordance with local law.***

Casper Fire/EMS, Natrona County Health Department, AARP

Name(s) of Cooperating Organization(s)

10. Budget – Provide an estimate of the total cost of the project. Information regarding the items to be purchased should be included, if known. **Retain copies of any preliminary invoices for your records.** Add lines if needed. Please note that district grants will not fund: travel expenses, scholarship programs, construction of new buildings, or fundraising activities not directly related to a humanitarian activity.

Item	Cost
Smoke alarms with 10 year batteries (\$17.94 each) 5 per home x 134 homes = \$12,020	\$12,020.00
Smoke detectors for hearing impaired individuals (\$92.00 each) 5 per home x 6 homes = \$2,760	\$2,760.00
Night Lights (\$13.00 for pack of 4) 2 lights per home x 140 homes = \$910	\$ 910.00
Light bulbs (\$170.00 for pack of 160) 6 bulbs per home x 140 homes = \$890	\$ 890.00
Printing of outreach materials	\$2,500.00
Background checks (\$46.00 per Rotarian) x 20 = \$920	\$920.00
TOTAL COST OF PROJECT	\$20,000.00

11. Financing – Provide the sources and amount of financing for this project. The total financing must meet the total cost of project. Add lines if needed.

Amount requested from District: \$2,500.00 (Maximum \$4,000)

Source of Funds	Amount
Club	\$2,500.00
District	\$2,500.00
Other: AARP	\$1,500.00
Blue Envelope Health Fund	\$12,000.00
Casper Rotary Foundation	\$1,500.00
TOTAL AMOUNT OF FINANCING	\$20,000.00

12. Signatures

As President of the Rotary Club of Casper - Reveille, I hereby affirm that the club's board has voted to undertake this project as an activity of the club. The club is qualified under district requirements. In consideration of receipt of these grant monies, we agree to abide by the *Club Memorandum of Understanding* and to submit a final report within 30 days of completion of the project. If the Primary Contact for this project is unavailable or unable to submit the required reports, I understand that I must complete and submit them within the required timelines. Failure to file complete and timely reports will necessitate the repayment of all grant funds received. I also affirm that all information in this grant application is true and accurate, to the best of my knowledge.

By signing this application, we acknowledge that we understand that copies of all receipts (or an invoice and a copy of the check used to pay the invoice) are required for all items purchased with the funds provided for this grant.

David Hough
Club President's Name (please print)

David R. Hough
Club President's Signature

8/6/2015
Date

Marilyn Connor
Primary Contact for Grant (please print)

Marilyn Connor
Primary Contact for Grant Signature

8/6/2015
Date

Don Redder
Club Foundation/Grants Chair (please print)

Don W. Redder
Club Foundation/Grants Chair Signature

8/6/2015
Date

Nancy Pettus
District Grant Committee Member (please print)

Nancy Pettus
District Grant Committee Member Signature

8/7/2015
Date

Send completed application to:
E-Mail: district5440grants@gmail.com

For District Use Only

Review and Approval Signatures

District Grants Committee Chair

Date

District Foundation Committee Chair

Date

District 5440 Governor Signature

Date

District Grant Number: _____

Application Number: _____

Notes: