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 of FORT COLLINS FORT COLLINS, COLORADO

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

Our main and satellite club members will: a) help construct six (6) picnic tables, and 2) repair the Rainbow Hole fishing dock (stationary dock with 2" x 12" trusses on existing steel I-beams fixed on concrete pillars), and 3) repair the Big Mouth fishing dock (existing floating dock) and construct for the Big Mouth fishing dock a new ramp to provide access to special needs children as well as other participants and users. All grant money will be used for the materials, and we will organize the Rotarians to provide the labor for the project. This is a "complete" project, 100% funded by Rotary. CYO will provide the construction expertise.

September 15, 2015 — *Start Date (Cannot commence before grant is approved!)*

October 31, 2015 — *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.

Colorado Youth Outdoors hosts programs at its Swift Ponds property, a 240-acre urban outdoor education facility located just east of I-25 between Windsor and Fort Collins. The private campus features a 150-seat open-air pavilion and 12 ponds for fishing, picnicking, wildlife viewing and outdoor recreation. The facility has several fishing docks, campfire rings, archery and trap shooting ranges, and modern restrooms. The pavilion, restrooms and the largest fishing pier are ADA compliant. Approximately 14,000 youth use CYO facilities annually from 40 non-profit organizations.

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?).

20 of our main and satellite club members will volunteer 100 man hours for the construction project as noted above.

Are other Rotarians, either local or international, going to be involved in the project? No How? N/A

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

We will send press releases to the Fort Collins Coloradoan and BizWest.

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?

Robert F. Marschke, Jr. — *Primary Contact Name*

Co-Chair, Community Grants Committee, Rotary Club of Fort Collins — *Rotary Title/Position*

rfmarschkejr@gmail.com — *E-mail*

1836 Ridgecrest Drive — Address

Fort Collins — City

CO — State

80524 — Zip

Home phone: 970-797-2005 Cell phone: 970-213-6396 — Phone

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? N/A

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.***

Name of Cooperating Organization:
Colorado Youth Outdoors Contacts: Bob Hewson bhewson@coloradoyo.org and Gregg Knoll gknoll@coloradoyo.org and Brad Wright bwright@coloradoyo.org

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
Materials for building six (6) picnic tables, $200.50 per table: see attached Word file **MATERIALS-LIST-FOR-PICNIC-TABLE.doc**	$1,203.00
Materials for Rainbow Hole dock repair and Big Mouth dock repair and access ramp construction: see attached Excel file **MATERIALS-LIST-FOR-RAINBOW-DOCK-&-BIGMOUTH-DOCK-RAMP-2015.xls**	$5,797.00
TOTAL COST OF PROJECT	$7,000.00

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: $3,500.00 (Maximum $4,000)

Source of Funds	Amount
Club	$3,500.00
District	$3,500.00
Other:	
TOTAL AMOUNT OF FINANCING	$7,000.00

12.Signatures

As President of the Rotary Club of Fort Collins, 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.

Stacy Plemmons *Club President's Name (please print)*	*Club President's Signature*	9/9/15 *Date*
Robert Marschke *Primary Contact for Grant (please print)*	*Primary Contact for Grant Signature*	9/10/15 *Date*
Susan Scratchley Stewart *Club Foundation/Grants Chair (please print)*	*Club Foundation/Grants Chair Signature*	9/12/15 *Date*
Krishna Murthy *District Grant Committee Member (please print)*	*District Grant Committee Member Signature*	9/10/15 *Date*

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

For District Use Only

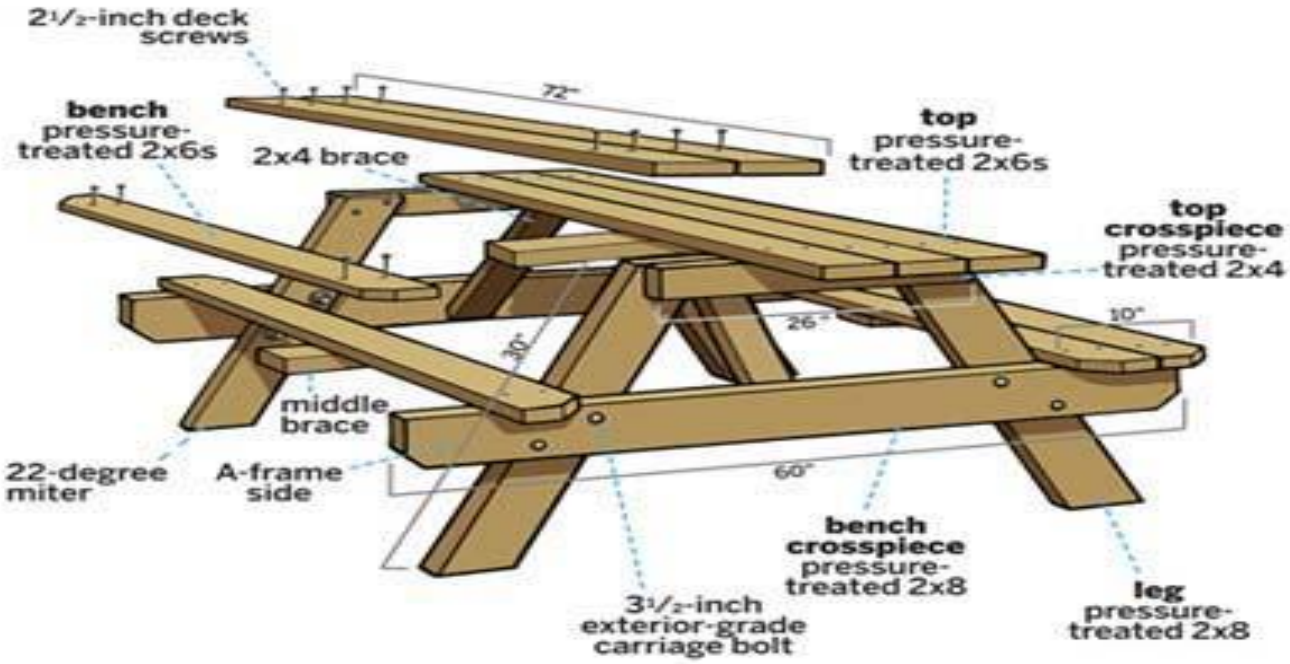
Review and Approval Signatures

District Grants Committee Chair	Date	District Foundation Committee Chair	Date
District 5440 Governor Signature	Date		

District Grant Number: _____ Application Number: _____

Notes:

MATERIALS-LIST-FOR-PICNIC-TABLE.doc



Directions at http://www.thisoldhouse.com/toh/how-to/overview/0,,20291200,00.html

1. **Pressure-treated 2x8** You'll need three 8-footers to build the bench crosspieces and legs.
2. **Pressure-treated 2x6** You'll need nine 6-footers to build the top and benches.
3. **Pressure-treated 2x4** You'll need three 6-footers to build the top crosspieces and the braces under the top and bench.
4. **3/8 x 3½-inch exterior grade carriage bolts** to attach the bench crosspieces to the legs. You'll need 8.
5. **3/8-inch washers and nuts.** You'll need 8 of each.
6. **2½-inch deck screws** to attach the top, benches and braces.

Tools needed: drill with screwdriver bit, chopsaw, and 3/8 wrench

Pressure Treated Lumber	**Hardware**
(3) 2 X 8 X 8 Pressure Treated ($9) =($27)	(8) 3/8 X 3 ½ galv carriage bolts ($2) = ($16)
(9) 2 X 6 X 8 Pressure Treated ($6)=($54)	(8) sets 3/8 nuts / washer ($.50)=($4)
(3) 2 X 4 X 8 Pressure Treated ($4)=($12)	(1) box (200) 2 ½ inch deck screws ($30)
	(1) pack star bit for screws ($7.5)
	(1) circular saw blade or chop saw blade ($50)

Total cost materials for one picnic table = $200.50

Rainbow Hole Fishing Dock Repair Project				
total sq ft of dock deck replacement = 640 sq ft				
Lineal ft of Skirting repair = 144 ft				
Lineal ft of railing replacement = 144 ft				
Description	**Qty**	**Size**	**Cost Each**	**Cost subtotals**
Treated Lumber	60	2 X 8 X 10	$14.92	$894.96
Treated Lumber	30	2 X 8 X 12	$17.40	$522.06
Treated Lumber	14	2 X 12 X 16	$49.72	$696.08
Treated Lumber	6	2 X 12 X 20	$74.48	$446.90
Treated 3 hole pole	20	8" Jumbo	$12.00	$240.00
Deck Screw Star	2 Boxes	3 inch	$100.00	$200.00
Pipe Rails (on site and provided	12	2 inch	$0.00	$0.00
1/2" Galv Carriage Bolts	51	1/2" X 10	$4.00	$204.00
1/2" Galv Nuts	51	1/2"	$0.40	$20.40
1/2" Galv Washers	102	1/2"	$0.35	$35.70
Star Bits	1 Pkg		$8.00	$8.00
Big Mouth Fishing Dock Repair and New Ramp Project				
total sq ft of dock deck replacement = 128 sq ft				
total sq ft of ramp construction = 160 sq ft				
Lineal ft of railing replacement = 16 ft				
Description	**Qty**	**Size**	**Cost Each**	**Cost subtotals**
Treated Lumber	50	2 X 8 X 8	$10.00	$500.00
Treated Lumber	10	2 X 4 X 16	$16.00	$160.00
Deck Screw Star	1 Box	3 inch	$100.00	$100.00
1/2" Galv Carriage Bolts	12	1/2" X 10	$4.00	$48.00
1/2" Galv Nuts	12	1/2"	$0.40	$4.80
1/2" Galv Washers	24	1/2"	$0.35	$8.40
Fabrication Rails Iron	2	20 X 6	$600.00	$1,200.00
Pipe Rails (on site and provided)	12	2 inch	$0.00	$0.00
Treated 3 hole pole	4	8" Jumbo	$12.00	$48.70
Tools				
10" Dewalt Miter Saw	1		$219.00	$219.00
Dewalt Miter Stand	1		$120.00	$120.00
Ryobi Cordless Drill	2	18 Volt	$60.00	$120.00
	Total Cost of Dock and Ramp Projects =			**$5,797.00**