

July 19, 2018

MEMO FOR ROTARY DISTRICT GRANT P-1583, ANCHORAGE RUSSIAN JACK

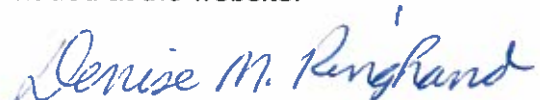
PROJECT TITLE: CONSTRUCT OUTDOOR LEARNING LAB

The Anchorage Russian Jack club submitted a final report for P-1583. When the final report was being initiated, an error was discovered at #8 *Expenditures* regarding the dollar amounts. The dollar amounts should be \$12,500 for the 50% deposit for Intrinsic Landscapes, LLC and the *Total Project Expenditures* should also be \$12,500.

By the time the error was discovered, it was too late to edit the dollar amounts and there is not a feature on the website to re-do the final report once it has been generated. I told the club members to go ahead and electronically sign the report even with the incorrect dollar amounts, and that I would include a memo of their project at the district grants website explaining the circumstances. I advised them to sign because the website will not allow me to proceed with closing out the grant unless a final report has been signed.

There is also a History Log dated June 29, 2018 from Charles Michael addressing the dollar amount.

This grant is ready to be closed out with the status on the website changed to "Completed." Documentation for the 50% deposit is included at the website.



Denise M. Ringhand
Rotary District Grants Committee