



## District/Governor's/Rotaract Grant Final Report 2019-2020

This report must be completed and uploaded on [matchinggrants.org](http://matchinggrants.org) within 30 days after completion of the project but no later than 2 years after the date of approval of the project. For scholarships, the report is due 30 days after payment of funds.

**District Grant # (from [matchinggrants.org](http://matchinggrants.org))** P-2031

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Rotaract Club: Cheyenne Community Rotaract Club

Project Title: Bike Racks - Cheyenne Rotaract

### Project Description:

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1. Is this a scholarship governor's grant report? Yes  No  (If yes, go directly to line 16)
2. Briefly describe the project. What was done and where did the project activities take place? Explain how the beneficiaries and other community members were involved?

The Cheyenne Community Rotaract Club had four bike racks installed in downtown Cheyenne to help promote local and tourist health and wellness and economic and community development. A variety of stakeholders helped us with the project, including Rotarians and other community members. We had several Rotarians help us with the grant project, the City of Cheyenne installed the bike racks, and a member's husband painted and welded the steel disks with the Rotary stickers to the bike racks.

3. How many Rotarians participated in this project? 10
4. What did they do? Please give at least two examples.

The Rotaract members did research on community needs and ordered the needed supplies while we had several Noon Rotarians help us with the grant writing and submission process.

5. How many non-Rotarians benefited from this project?

It is hard to determine the number of beneficiaries of this project, but we like to believe it benefits the City of Cheyenne (population 60,000).

6. Who are the beneficiaries and what is the expected long-term community impact of this project?

The beneficiaries include both locals and tourists. It provides a safe place to park your bike while partaking in downtown activities and shopping, which aids in economic and community development. It promotes being healthy by riding your bike as an alternative to driving vehicles and finding a parking spot when experiencing downtown. The project also publicizes Rotary and Rotaract with the stickers proudly showing our logo.

7. If a cooperating organization was involved, what was their role?

The City of Cheyenne installed the bike racks for our Club complementary.

8. Income:

Income Source	Amount
Rotaract	\$250
Rotary District Grant	\$500
<b>Total Project Income</b>	\$750

9. Expenditures: (number receipts starting with 1 and indicate a receipt # (s) for each expenditure) (Do not include travel expenses)

If international project convert amounts to US dollars	Receipt # (s)	Budgeted Amount	Actual Amount
4 Belson Outdoors Bike Racks with shipping	W231918	\$660	\$663.58
4 Wagner Steel Disks with shipping	378700	\$40	\$32.65
10 MakeStickers with shipping	*	\$20	\$23.60
<b>Total project expenditures</b>			\$719.83

\*We are unable to locate the receipt for the stickers, so researched the most recent price on their website and used that number in our calculations.

10. Please explain any variance of more than 5% between the budgeted amount and the actual amount including the reason for the variance and why the alternative was chosen.

11. Project score (5=strongly, 4=agree, 3= neutral, 2=disagree, 1=strongly disagree)

	Project Score	Comments
The overall project was successful	3	The project was successful because it benefits the community, but our timeframe was not conducive with our original plan due to poor communication between our Club and the City for installation purposes.
The grant process worked well	4	The process worked well, but our Club did not have administrative rights to the District Grant page when we initially started the grant process, so we had to utilize Noon

		Rotarians to help us get everything submitted.
My interaction with partner clubs was good	5	We appreciated the time and expertise that Noon Rotarians offered in getting our grant written and submitted.
We achieved the results we expected	4	Yes, it just took longer than expected.

12. Did you upload photos in your project on matchinggrants.org under the Photos tab? (If not, please do so.)

Yes, we have uploaded photos of the bike racks in front of the Cheyenne Civic Center and Cheyenne Depot.

13. What worked well on this project and why?

The matching grants process with the District was a very smooth and seamless operation. We also enjoyed working with Noon Rotary to get our project submitted.

14. What did not work well and how would you suggest improving it?

There was some miscommunication between Club members on who was in charge of what tasks in regards to the project, including interactions with the City for installation. This lack of communication caused our project timeline to extend between our expectations, unfortunately. In order to improve upon this, we would have one member in charge of the entire project and delegate each aspect of the project to ensure everything gets done in a timely manner.

15. How was this project publicized?

Our Club shared the project during the Cheyenne Rotary Club meetings (Sunrise, Noon and After Hours) and discussed it at both assemblies and conferences. We also posted photos and updates on our Facebook page.

16. Scholarship Governor's grant only

a. Name of scholarship awardee \_\_\_\_\_

b. Current school \_\_\_\_\_

c. University of college they will be attending \_\_\_\_\_

d. Course of study \_\_\_\_\_

e. Starting date \_\_\_\_\_

Project Inventory

Please list all items provided in this grant that are over \$500 in value and are not expendable.

<b>Item Purchased</b>	<b>Date of Purchase</b>	<b>Cost</b>	<b>Initial Destination/ Location</b>	<b>Comments</b>

By signing this report, I confirm that to the best of my knowledge these District Grant funds were spent only for eligible items in accordance with Trustee-approved guidelines, and that all the information contained herein is true and accurate. Receipts for all grant-funded expenditures are attached. I also understand that all photographs submitted in connection with this report will become the property of RI and will not be returned. I warrant that I own all rights to the photographs, including copyright, and hereby grant the District, RI and TRF a royalty free irrevocable license to use the photographs now or in the future, through the District and the world in any manner it so chooses and in any medium now known or developed. This includes the right to modify the photographs as necessary in the District's and RI's sole discretion. This also includes, without limitation, use on or in the web sites, magazines, brochures, pamphlets, exhibitions and any other promotional materials of the District, RI, and TRF.

**Please attach all receipts or an invoice and a copy of the check used to pay the invoice. Funds over \$100 not used must be returned to the district grants treasurer.**

Certifying signature of primary contact: \_\_\_\_\_ *Kirsten Malm*

Date: \_\_\_\_\_ 3-38-2020

Print name: \_\_\_\_\_ Kirsten Malm

**Upload this report on matchinggrants.org in .pdf format only**