



District Grant Report Instructions

Preparing and submitting a District Grant (DG) report

- Step 1: Complete each section of the attached form. Scan form and all receipts related to the project. Complete this report within two weeks of project completion.
- Step 2: If necessary, follow up with project contacts to complete missing report information or to address eligibility issues. Please refer to the DG Eligibility Guidelines.
- Step 3: Email scanned report, including receipts, with accompanying bank statement(s) to The District Grant Chair Mike Anderson hogdogmike@mac.com or District Rotary Foundation Chair Bill Griffin bill.griffin@halifax.org

Please note the following:

- Reports must be submitted using the form below. *Please type the report.* Retain a copy of the entire report for your records.
- Clubs should retain original receipts for all grant-funded expenditures and provide copies to the district. The district must maintain copies of all receipts related to grant-funded expenditures in accordance with local laws and for a period of at least five years following closure of the grant.
- Bank statements showing grant deposit and all expenditures related to the grant must be maintained by the club and a copy scanned and emailed as instructed above..

Individual Project Report

Scan and return this completed form to either Mike Anderson hogdogmike@mac.com or Bill Griffin bill.griffin@halifax.org

Rotary Club: Kearney Noon
Project Title: Family Advocacy Network Bags
Progress report Final report

Project Description

1. Describe the project. What was done, when, and where did project activities take place? If this is a progress report, what remains to be done?

We joined forces with The Family Advocacy Network in Kearney, Nebraska who provide a coordinated response to abuse cases by law enforcement in 13 Nebraska Counties.

Our Rotary Club created crisis bags that were handed out to abused victims when they arrived at the Family Advocacy Network (FAN), both children and adults.

The Family Network Advocacy Network assists the investigative teams as well as with the forensic interviews. FAN also helps in organizing the medical examinations they provide to the victims of abuse in our community.

Our Rotary Club members were involved in gathering the items for the crisis bags. The monies were used to purchase the bags and contents.

Our Rotary Club believed in providing crisis bags to the victims they saw a ray of hope and caring from those they do not know.

2. How many people benefited from this project? In 2013, the Family Advocacy Network served 458 cases. Of those cases, 152 of the victims were under the age of 6 years, 179 were between the ages 7 and 12 years, 112 were ages 13 to 18 years, 11 were ages 19-34 and 4 were 35 years or older. Every child victim and siblings if they accompany the family to FAN is offered a snack and juice/water. We have been able to supply overnight bags to children that are going into foster care, the overnight bags include hygiene items, pullups/diapers (if needed). We have given out over 20 supply bags in the past 3 months to children in need.

3. Who were the beneficiaries, how were they impacted by this project, and what humanitarian need was met?

[See the response in question 2](#)

4. How many Rotarians participated in the project? 6

5. What did they do? Please give at least two examples, not including financial support provided to the project.

Earlier, we had a representative from FAN come and do a program for our members about who the agency serves and how they benefit the community. Then, our service committee agreed to this project. Some of our members communicated with FAN to see what their needs were for the crisis bags. The bags were ordered and several of us met at Walmart to pick up the items for the bags. We had to wait for some items to be delivered to Walmart. After everything was in, we delivered all of the items to FAN.

6. If a cooperating organization was involved, what was its role?

[None, other than FAN itself.](#)

Financial Report (District must retain receipts of all expenditures for at least five years)

Currency Used: USD Exchange Rate: _____ = 1 USD

7. Income

Sources of Income	Currency	Amount
1. District Grant funds received from the District	USD	\$625.00
2. Other funding (specify) Club funds	USD	\$643.45
3.		
Total Project Income		

8. Expenditures (please be specific and add lines as needed)

Budget Items	Name of Supplier	Currency	Amount
1. Diapers, coloring books, crayons, Combs, shampoo, soap, individual juice boxes toothpaste	Walmart	USD	\$1099.64
2. Drawstring backpacks	Horizon Designs	USD	\$168.81
3.			
4.			
5.			
Total Project Expenditures			

Certifying Signature

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 of the information contained herein is true and accurate. 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 in the photographs, including copyright, and hereby grant RI and TRF a royalty free irrevocable license to use the photographs now or at any time in the future, throughout the world in any manner it so chooses and in any medium now known or later developed. This includes the right to modify the photograph(s) as necessary in 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 RI and TRF.

Certifying Signature Tammy Jackson Date: 5/5/14
 Print name, Rotary title, and club Tammy Jackson, Club Foundation Chair, Kearney Noon

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 To be completed by the District Rotary Foundation Committee Chair:
 District Grant # _____ Individual Project Report # _____