



The Rotary Foundation – Rotary District 5610

5610/ CAP Grant Application *(check one)*

Maximum CAP Grant Amount: \$1000

1. Basic Information (Should match information in matchinggrants.org).

Grant # P2947 (Assigned by www.matchinggrants.org)

Lead Rotary Club: Centerville

Participating Rotary Clubs: [Click here to enter text.](#)

Project Title: Food Pantry

Project Summary

The Centerville Rotary Club plans to improve and relocate the local food Pantry

Amount Requested: \$ 1000

Minimum Acceptable[†]: \$ 500

[†] Please enter the smallest award that you could accept while keeping the project viable. Entering a smaller number here does not necessarily mean that you will not receive your full request, but it will be helpful in determining how to allocate funds should the total requests in a given year exceed the amount available.

What Area(s) of Focus Will This Project fulfill? (Optional for CAP Grant.) *Check all that apply.*
This should match the information entered into matchinggrants.org.

Peace & Conflict Resolution/Prevention

Disease Prevention & Treatment

Water & Sanitation

Basic Education & Literacy

Economic & Community Development

Maternal & Child Health

2. Project Description

Describe the project, its location, and its objectives. Describe how the project will benefit the community and/or improve the lives of the less fortunate. Also include sustainability elements.

This may be the same as in matchinggrants.org but in many cases may have additional information. Information may be included in this request that is not appropriate to publicly display as when this report is uploaded to the website, access can be restricted to only those people associated with this project.

The current local food pantry is located in a basement with difficult access and has very few volunteers. Due to these circumstances there are no regular hours of service and many community members aren't even aware of the pantry or how to utilize the resource. The Centerville Rotary Club plans to take over the maintenance of the food pantry. This will include moving the location to much more accessible area, having regular weekly hours of service and publicizing the resources available to the needy members of the community.

ESTIMATED START DATE OF PROJECT: September 15, 2019 ESTIMATED COMPLETION DATE: December 31, 2019

3. Describe non-financial participation by Rotarians in the project (i.e., Rotarian activities).

Cenerville Rotarians will provide volunteer labor to update and move the pantry and take turns working regular weekly hours to have it open to the public moving forward.

4. How will the general public know this is a Rotary-sponsored project? Please provide details, such as media publicity, report for the District news, or display of the Rotary logo.

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The public will be advised of this Rotary sponsored project in various ways. We will promote the newly located and renovated food pantry in our local newspaper and on our Facebook page. We will be putting notices in places such as our local church bulletins and city hall to help spread the word to those in need and we will have signage on the door of the facility identifying it as a local Rotary sponsored food pantry.

5. Project Contacts: Two Rotarians must be listed who will provide oversight and management of the project funds. One of these two individuals should enter project into www.matchinggrants.org/district and both should be given Administrative Access for the project there.

PRIMARY CONTACT NAME

Jen Knudson

ADDRESS

525 Broadway, Centerville, SD 57014

TELEPHONE

605-359-4605

ROTARY POSITION / TITLE

Past President

EMAIL

troyjen@hcinet.net

SECONDARY CONTACT NAME

Brad Preheim

ADDRESS

700 Center Street, Centerville, SD 57014

TELEPHONE

605-677-9609

ROTARY POSITION / TITLE

President

EMAIL

bpreh@iw.net

6. Cooperating Organizations — 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 Rotarians will interact with the organization in the project. By signing this application, the Rotarian sponsors endorse the organization as reputable, responsible, registered with the project country, and acting within the laws of the project country.

Cooperating Organization(s): Click here to enter text.

8. Income (rounded to the nearest whole dollar)

Source	Amount
District Grant Funds Requested	\$ 1000
Club Funds	\$ 1000
Other Income (Specify)	\$
Click here to enter text.	\$
Click here to enter text.	\$
Click here to enter text.	\$
Total Project Income	\$ 2000

9. Expenses (rounded to the nearest whole dollar)

Please include a complete, detailed, and itemized budget for the entire project. Supporting documentation utilized for the development of this budget may be requested. Include pro-forma invoices for equipment that will be purchased through this grant. (please be specific and add an additional sheet as needed)

Remember that all expenditures will need to be supported by documentation.

Amount

Fridge/Freezer / cabinet	\$ 750
Shelving	\$ 300
Signage	\$ 150
Air conditioner	\$ 350
Heater	\$ 150
Supplies/miscellaneous for pantry operation	\$ 300
Total Project Expenses (MUST MATCH TOTAL PROJECT INCOME!)	\$ 2000

10. Authorization

All Rotary clubs/districts involved in this project are responsible to The Rotary Foundation for the conduct of the project and for reporting on it. *The electronic signatures entered on the www.matchinggrants.org website for this application confirm that the signors understand and accept the responsibility. The signatures also affirm that all information in this application is true and accurate, to the best of their knowledge.*

In order to be considered, this application MUST be digitally signed on www.matchinggrants.org by the President(s) and at least one other club officer (President-Elect if known) of all sponsoring Rotary Clubs for the year that the grant will be funded. In addition, At least one of the contacts listed in Section 5 above must also digitally sign the application if they are not the President or President-Elect.

5610/CAP (Community Assistance Program) Grant Checklist

Rotary Year 2019-20

Initial each item and return with your application.

- The First Contact on this grant is the grant writer, who attended the Club Grant Training.
- The Club has submitted a signed Club Memorandum of Understanding (MOU) for the current year.
- The Club is in good standing with the IRS and has submitted a current IRS Form 990 receipt to prove their non-profit service club status.
- This project is a new effort for our club—it is not a project that we have done previously, either with CAP Grant or 5610 Grant funding or as an ongoing club-sponsored project.
- CAP Grants only: The club is matching (50%) the entire amount being requested, up to \$1000. The project may be larger than \$2000 (the grant plus the club's funding), but the maximum grant award is \$1000.
- This project is totally or at least primarily sponsored by the Rotary Club—we are not simply funding the project of another organization. No funds will be paid directly to another charitable organization.
- No funds will be utilized to support travel expenses, salaries, administrative or other overhead costs, or the operational costs of another organization.
- Work on the project will not begin until the grant is approved by the District and the Club has received the grant award (check is in the bank).
- The project will be completed in its entirety within 24 months of grant award. Reports will be provided to the District when required. (see the Grant Report for details).
- The lead/sponsor club agrees to adhere to all stewardship requirements set forth in the Club Memorandum of Understanding.
- The lead/sponsor club will publicly identify the project as Rotary sponsored.
- No funds from this grant will be used to directly benefit a Rotarian or any Rotary employee, including those employed by a club, district, Rotary International, or any other Rotary entity.
- No funds from this grant will be used to directly benefit a relative, including spouses and in-laws, of any Rotarian or Rotary employee as defined above.

Questions? Contact:

Bruce Young, District Grants Subcommittee Chair
(712) 541-9822
district5610grant@gmail.com

Deadline for 2019-2020 Rotary Year is July 31, 2019.