



ROTARY CLUB OF NOCONA, TEXAS

P.O. Box 251.....Nocona, Texas 76255

Mr. Dan Steele, Chairman District 5790 - District Grant Committee
2100 Flat Rock Road
Graham, TX 76450

July 17, 2019

Re: Rotary District Grant 2019-2020 Fiscal Year
Rotary Club of Nocona, TX

Mr. Steele,

Per my conversations with Sharon Miles, 2018-19 Grant Committee, this letter is intended to serve both as a transmittal of documentation and an explanation of the process for application that she recommended we take.

TRANSMITTAL

On behalf of the Nocona Rotary Club, this letter is intended as both a letter of transmittal for the 2019-2020 Grant money use form together with an application for a Rotary District 5790 Grant. Attached with this letter of transmittal, please find the following:

- Rotary District 5790 Grant Funds Use 2019-2020 form- executed
- Completed application for a Nocona Rotary District Grant 2019-2020 with:
 - MOU completed and executed with D5790 Amendment
 - Club Financial Management Plan -executed
 - Club Misuse or Mismanagement Plan executed
- Grant Project Narrative and Supporting Documents
- Copy of the Nocona Rotary Club's 2019-20 Goals
- Copy of the reinstatement letter from the Internal Revenue Service

In submitting this grant application, the Nocona Rotary Club represents that:

- Two members have attended Grant training during the 2019-20 fiscal year.
- The Club is current with both 5790 and Rotary International dues.
- Tax returns for the Nocona Rotary Club are current, 990 form attached,
- Nocona does not have any open Grant to report. Our 2018 grant application and project was tabled due to revocation of our 501-c-4 status. Ms. Miles moved our project from the 2018-19 list to the 2019-20 District Project list. Copy of the reinstatement letter is attached.

WAIVER REQUEST

The Nocona Rotary Club is one of the smallest clubs in the 5790 district and does not have the number of members needed to appoint 3 year Chairmen, and only a few computer technical capable members to accomplish Club reporting to Rotary Central. While our records are filed, this task is not always attended to on the mandated dates.

For this reason, we respectfully request that several District qualification requirements be waived by the District 5790 Grant Committee as follows:

-MOU requirement #5: No Annual Giving Plan was filed by June 1, 2019 however the Club's goals for 2019-20 include a stated giving target. This is similar to 2018-19 when our Club exceeded its giving goal. A copy of the Club's adopted 2019-20 goals is attached.

-MOU Addendum #1 and #5:

***Our Club is too small to appoint a 3 year term Foundation Chair**

***Continuity is maintained by the President, President Elect and Project Grant Chair, constituting the signatory members of Grant Project related reports, bank accounts and documents.**

To the best of our knowledge, Nocona Rotary Club has applied but not received a District Grant. We assume therefore that our minimum grant funds in prior years have been used by the District for other Rotary Club's grant projects. This year we have decided to apply for a District grant to further progress on a Community Project we have worked on for the past several years.

TOTAL PROJECT OVERVIEW

The community project is the design and construction of a 16 acre ± community park with a fitness trail, exercise stations, benches, a gazebo, together with associated parking and other amenities.

For the past 5 years, our Rotary Club has been the lead organization in both the application for funding as well as coordinating the construction of improvements to date. Because we are a small Club with limited funds, the project has been separated into increments to enable funding of small portions of the large project.

The park is intended for public use by the residents of Nocona and the surrounding area in Montague County. At present, the City does not have an outdoor fitness facility thus residents either walk streets or use the ISD track during off school use times.

GRANT PURPOSE

To date, the land has been acquired and deeded to the City, and a gazebo has been constructed at the highest point on the property.

Our grant application to District 5790 is for \$3,000. We believe that this plus a matching amount from our Club, will reimburse the City of Nocona for gravel and pipe fencing used in the construction of the proposed parking lot and street entries. We intend to perform most of the pipe fencing labor with volunteers, and the City has offered to donate the labor and equipment for the grading, clearing, and gravel placement as well as some steel pipe. Any remaining amount needed will be raised through private citizen donations. This initial phase will allow limited use of the park immediately.

TOTAL PROJECT COST & FUNDING

We estimate that the entire Phase 1 project cost will total approximately \$233,00.00 (*see attached cost estimate*). This amount includes the land, the completed gazebo, construction of the trails, purchase and installation of all equipment and amenities, together with associated expenses such as surveys and engineering.

Of the total cost above, approximately \$ 84,520.00 comprised of the land and the completed gazebo, has been donated and is completed as of this date.

Lighting of the park at a later date is estimated to cost \$\$56,400.

Progress:

As of June 2019, the site has been cleared of some debris, temporary gates with locks are in place, and the gazebo structure is completed. A preliminary park plan with detailed narrative and construction cost estimate has been completed.

Prior Grant Applications Made:

The Nocona Rotary Club has made a prior grant application to:
Texas Parks & Wildlife Department \$ 163,736.00

To date, no grant has been received for the project. Upon completion of the parking lot phase, we intend to begin community fundraising for the next incremental portion of the work, re-apply for a Texas Parks & Wildlife grant. This will be a 3 to 4 year project to full completion.

Scope of work to be funded by this Grant:

The District 5790 Grant and matching Nocona Club money will fund the next phase of work. This will include:

- Constructing driveways to connect a new parking lot with 2 adjacent streets;
- Grading, earth preparation, importation of gravel, and gravel placement to provide a gravel surfaced parking lot with 31 standard parking spaces and 2 accessible parking spaces
- Construction of entry gates and fencing using donated drill pipe
- Mowing of the approximately 1 mile of trail surface.

This phase will provide access to the site, parking for individuals using the park, and an earth surfaced walking or running trail of approximately 1 mile in length.

The estimated total cost of this phase is \$6,000.00. The Nocona Club will match the District Grant of \$3,000.00 and will raise any additional funds needed from local individual donations.

Plan for project completion:

Our funding plan for the entire project consists of continuing to solicit grant monies, to solicit donations of both money and volunteer time then tailor the work each year to the amount of funding available.

We are assisted in this project by the City of Nocona who is the property owner. The City has offered to both *purchase materials for the project at their cost and to provide much of the equipment and manpower for the construction.*

We feel that this project can be completed in this manner over a period of 3 to 4 years.

FINANCIAL PLAN FOR GRANT FUNDS

In order to comply with the District 5790 Grant criteria, the following outline will govern use of all grant and matching funds for Phase 1 "The parking Loots" in 2019-20:

- A separate non-interest bearing checking account will be established;
- Checks will require 2 signatures from Rotary Club officers or Project Chair;
- Records consisting of invoice copies, sales receipts, and a ledger to record all deposits and payments from the account will be maintained;
- A year end or Phase 1 completion report with copies of all records will be submitted to District 5790 Grant Committee.

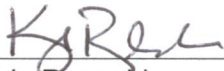
This small project should be completed in several months and should not therefore require a formal succession plan other than officer succession.

REQUEST FOR GRANT FUNDING

We are hopeful that the Rotary District 5790 Grant Committee can assist with the grant needed to complete the parking lot during the 2019-2020 fiscal year.

Thank you for your critical help in making this project possible. Please direct any questions you may have to either individual below or to the Nocona City Manager.

Sincerely,



Kyle Reynolds
2019-20 Nocona Rotary President



Robert Herndon
Rotary Blue Mound Fitness Park Chair

enc. as noted in transmittal