Project Number #   Sign, scan, and upload to the project website

Rotary Club: _____

Project Title: _____

☐ Progress Report   ☐ Final Report

Project Description

1. Briefly describe the project. What was done, when and where did project activities take place, and who were the beneficiaries?

2. How many Rotarians participated in the project? _____

3. What did they do? Please give at least two examples.

4. How many non-Rotarians benefited from this project? _____

5. What are the expected long-term community impacts of the project?

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

Financial Report *(District must retain receipts of all expenditures)*

7. Income	Amount
1. District Grant funds received from the District	
2. Other funding (specify)	
3.	
Total Project Income	

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

1.	
2.	
3.	
4.	
5.	
6.	
Total Project Expenditures	

9. 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. **Receipts for all grant-funded expenditures have been uploaded to the project website**. 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 _____   Date: _____

Print name, Rotary title, and club _____