



District Grant FINAL Report Instructions for Rotary Year 2015-2016 Rotary District 5630

Preparing and submitting a District Grant (DG) report

- Step 1: Complete each section of the attached form. Scan and attach all related documents and receipts related to the project. Complete this report within two weeks of project completion. Project Deadline is May 15, 2016. You must have your project completed to be eligible for any grant funds for the upcoming Rotary year.
- 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 Dale Schultz, dschultz1949@gmail.com or District Rotary Foundation Chair Scott McLaughlin, scott@heartlandhosting.com.

Please note the following:

- Reports **MUST** be submitted using the form below. After completing the form, save as a PDF document and upload to the Documents Tab of your respective project number on www.MatchingGrants.org. Retain a copy of the entire report for your records.
- Clubs should retain original receipts for all grant-funded expenditures and upload to the Documents Tab of your respective project number on www.MatchingGrants.org. 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 uploaded to the Documents Tab of your respective project number on www.MatchingGrants.org.

Individual Project FINAL Report 2015-2016

Scan and return this completed form to either to The District Grant Chair Dale Schultz, dschultz1949@gmail.com or District Rotary Foundation Chair Scott McLaughlin, scott@heartlandhosting.com.

Rotary Club: Chappell

Project Title: P-889 Scholarships

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?

The Chappell Rotary Club awards two \$500 scholarships to students that are entering their second, third, or fourth year of college. There is an application form that needs to be completed by a deadline date, a committee is established within the club to review the applications, and two recipients and one alternate are chosen. All applicants are notified whether or not they were awarded a scholarship. Checks are written in August to the colleges that the recipients are attending for \$500 that can be used for their college tuition, books, or room and board expenses.

2. How many people benefited from this project? 2

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

Jamie Orth, who was attending the University of Nebraska-Lincoln, and Alex Humpfer, who was attending the University of Nebraska-Kearney, were the two recipients. Both students were elated with this financial help toward their future.

4. How many Rotarians participated in the project? 10

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

As President, I wrote articles for the local newspaper announcing the availability of the scholarship and contacted the area high school counselors informing them of the scholarship. All members are encouraged to make contacts with students that they know that would qualify for the scholarships. A committee is established from members of our club to review all of the applications and to make the final selections. Letters are written to all of the students. An announcement is also made in the newspaper of the recipients. Our Secretary/Treasurer is responsible for transferring the money out of our holding account and to write the checks to pay for these scholarships. To raise funds for these scholarships, our club sells chances on football pools for college games, as well as a second one for the college bowl games. Everyone in the club participates in these two fundraisers.

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

N/A

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

Currency Used: \$1,000 Exchange Rate: 1 = 1 USD

7. Income

Sources of Income	Currency	Amount
1. District Grant funds received from the District		\$500
2. Other funding (specify) Club's funds through fundraisers		\$500
3.		
Total Project Income		\$1,000

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

Budget Items	Name of Supplier	Currency	Amount
1. University of Nebraska – Kearney	Alex Humpfer		\$500
2. University of Nebraska – Lincoln	Jamie Orth		\$500
3.			
4.			
5.			
Total Project Expenditures			\$1,000

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 _____ Date: 4/28/16
Print name, Rotary title, and club Connie Loos, President, Chappell Rotary Club

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To be completed by the District Rotary Foundation Committee Chair:

District Grant # _____ Individual Project Report # _____