

Committee Members

Primary Contacts

Name	Club	District	Sponsor	Role
Christopher Valentine	Richards Bay	9370	Club	Host
Marjorie Cole	Mission Valley-Sunset, San Diego	5340	Club	International

Host committee members

Name	Club	District	Role	Date Added
Willie Van den Heever	Richards Bay	9370	Secondary Contact	
Louis Van Zyl	Richards Bay	9370	Secondary Contact	
Leon Willemse	Richards Bay	9370	Secondary Contact	07/06/2018
Rowan Vincent	Richards Bay	9370	Secondary Contact	15/06/2018

International committee members

Name	Club	District	Role	Date Added
Sinan Debre	Mission Valley-Sunset, San Diego	5340	Secondary Contact International	
Geoff Bogart	Mission Valley-Sunset, San Diego	5340	Secondary Contact International	

Project Objectives and Implementation

PROJECT OBJECTIVES

The Rotary Foundation approved global grant funding to be used for the following project objectives:

To provide the young children attending the crèche with clean, hygienic, safe, secure and private ablution facilities.

To provide an alternative to the use of municipal water by the harvesting and storage of water for the facility.

To provide security for the children attending the crèche.

To provide an environment conducive to education by the installation of fans and lights in the classrooms.

Have any of these objectives changed?

No

Have you made progress toward your project objectives?

Yes

Describe the progress you've made so far.

Ablution facilities completed

Water harvesting completed

Security Fencing completed

Fans and Lights Installation completed

PROJECT IMPLEMENTATION

Your grant application included plans for the following activities. Please report on each of your project activities below. If there were any additional activities during the project, please report each of them by clicking the Add an Activity button at the end of this section.

1. Construction of Ablution Facilities for the Creche

Duration

16 Weeks

Status

Completed

Start Date

19/01/2017

Completion Date

01/06/2018

2. Installation of Fans in Classrooms

Duration

3 weeks

Status

Completed

Start Date

19/01/2017

Completion Date

31/03/2017

3. Installation of Lights in Classrooms

Duration

3 weeks

Status
Completed

Start Date
19/01/2017

Completion Date
31/03/2017

Measuring Success

How many people have directly benefited from the project?

80

WATER AND SANITATION

Impact measures

1. Number of people with access to improved sanitation facilities

Collection method	Frequency	Beneficiaries
Public records	Public records	Public records

RESULTS TO DATE

Collection Method	Frequency	Beneficiaries
Direct observation	Every year	80

Monitoring and evaluation

Please enter the person or organization that will monitor and evaluate impact measures.

Person or organization

Principal of the Creche ; Ms Zanela Ntibane

Phone (optional)

+27 731460290

Email (optional)

Address (optional)

Sekisizulu Creche Richards Bay

Briefly explain why this person or organization is qualified for this task.

The person was identified as the school was originally conceived by her and currently she is the principal of the school and reports to the Department of Social Services, who in terms of SA legislation conducts periodic oversight on the activities of the creche, the care of the children as well as the state of the amenities.

Participants

SPONSOR PARTICIPATION

What roles and responsibilities did host sponsor members have?

The Rotary Club of Richards Bay was the host sponsor and the members contributed in their various fields of expertise, supporting the committee:

Raising initial seeding funds

Initial grant application and resolution of queries.

Conceptual Design

Compilation of the BOQ

Detail Designs

Supervision of the Works

Commissioning of the facility.

Administration of the Contract

Financial Control

Interface with the local community at the sod turning and the handover ceremonies

Compilation of the report.

What roles and responsibilities did international sponsor members have?

Networking and motivation of the project

Raising of the international sponsorship

Oversight of the project

PARTNERS (OPTIONAL)

Add any Rotary clubs or districts that were involved in this project, other than the host and international sponsors or financial contributors.

No.	Type	Club name or district number
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Project Expenditures

Grant amount:

66,525 USD

Expense log

Date	Description	Category	Amount (ZAR)
15/03/2017	ZAMANI BUILDERS PROGRESS PAYMENT-GG01- CERT01	Supplies	61837.02
10/04/2017	ZAMANI BUILDERS PROGRESS PAYMENT-GG03- CERT02	Supplies	54520.50
03/05/2017	ZAMANI BUILDERS PROGRESS PAYMENT-GG05- CERT03	Supplies	172549.26
01/06/2017	ZAMANI BUILDERS PROGRESS PAYMENT-GG06- CERT04	Supplies	46177.98
27/06/2017	ZAMANI BUILDERS PROGRESS PAYMENT-GG08- CERT05	Supplies	21025.02
18/07/2017	ZAMANI BUILDERS PROGRESS PAYMENT-GG10- CERT06	Supplies	93948.54
01/09/2017	ZAMANI BUILDERS PROGRESS PAYMENT-GG11- CERT07	Supplies	67510.80
03/01/2018	ZAMANI BUILDERS PROGRESS PAYMENT-GG18- CERT08	Supplies	34200.00

29/01/2018	ZAMANI BUILDERS PROGRESS PAYMENT-GG22- CERT09	Supplies	28429.32
07/06/2018	ZAMANI BUILDERS PROGRESS PAYMENT-GG30-FCV	Supplies	15527.94
17/06/2017	PAYMENT FOR SEPTIC TANK AND WATER TANKS-GG07	Supplies	27811.44
10/04/2017	PAYMENT FOR (MAX \$500.00) PROMOTIONAL SIGNS-GG02	Supplies	5445.78
24/04/2017	ELECTRICAL SCOPE - LIGHTS AND FAN INSTALLATION-GG04	Equipment	50888.00
17/07/2017	ELECTRICAL SCOPE - LIGHTS & DB IN ABLUTION BLOCK- GG09	Equipment	16482.00
12/12/2017	PROJECT MANAGEMENT AND PROFESSIONAL SERVICES - GG13	Project management	58837.00
02/01/2018	PROJECT MANAGEMENT AND PROFESSIONAL SERVICES - GG26	Supplies	34391.70
28/04/2017	BANK COSTS - MONTHLY ACCOUNT FEE AND SERVICE FEES	Supplies	2038.68
24/10/2017	BILL NO. 17 FENCING POLES AND GATE- EXTERNAL WORK- GG12	Supplies	18534.31
02/01/2018	BILL NO. 17 - EXTERNAL WORK- GG14	Supplies	3921.18

02/01/2018	BILL NO. 17 - EXTERNAL WORK- GG16	Supplies	6053.91
02/01/2018	BILL NO. 17 - EXTERNAL WORK- GG17	Supplies	2320.00
24/01/2018	BILL NO. 17 - EXTERNAL WORK- GG19	Supplies	6660.00
24/01/2018	BILL NO. 17 - EXTERNAL WORK- GG20	Supplies	2061.40
24/01/2018	BILL NO. 17 - EXTERNAL WORK- GG21	Supplies	29850.00
30/01/2018	REFUND M VAN ZYL FOR COOLDRINKS OPENING FUNCTION -GG23	Supplies	2867.43
03/01/2018	VNA-LABOUR (PUMP CONNECTION AND COMM & PLUMB RECT) -GG27/8	Supplies	3500.00
03/01/2018	OPENING FUNCTION SANDWICHES (6 PL @ R250) - GG29	Supplies	1499.90
01/03/2018	EXTERNAL WORK - COMPLETION OF FENCING	Supplies	32000.00
09/01/2017	DIFFERENCE IN ROE - PLEDGED DOLLAR TO ACTUAL RANDS RECEIVED @ 13.7 R/\$	Supplies	9292.13
14/02/2018	BILL NO. 17 - EXTERNAL WORK- GG24	Supplies	4477.67
14/02/2018	BILL NO. 17 - EXTERNAL WORK- GG25	Supplies	16570.00

Expense summary

Category	Budget (ZAR)	Expenses (ZAR)	Variances (ZAR)
Equipment	62500.00	67370.00	(4870.00)
Project management	29887.00	58837.00	(28950.00)
Supplies	839900.00	805021.91	34878.09
Totals:	932287.00	931228.91	1058.09

Did your project have any unexpected or unusually large variances?

No

Will you return unused funds to the Foundation?

No

Financial Details

FINANCIAL MANAGEMENT

Who is in charge of the project's financial management?

Rotarian Chris Valentine

Please describe the project's financial management, including record keeping, inventory, payment authorizations, and conversion of funds.

Established project management principles were applied in the execution of this project.

Budget was compiled, thereafter tenders were advertised and accepted for supplies and services.

Bill of quantities was compiled to be able receive comparable tenders, to adjudicate tenders, to manage progress payments to appointed contractors

Payment certificates were compiled and authorized by the project committee, prior to then being paid to the contractors by the project treasurer.

A detailed ledger has been compiled and maintained to ensure that budgeted funds were correctly disbursed.

Were there any challenges in managing the project funds?

No

PROJECT INCOME

Did your project generate any income through sales, interest, or other sources?

No

Authorizations

YOUR AUTHORIZATIONS

Primary contact

By authorizing this report, I confirm that, to the best of my knowledge, these grant funds were spent according to Foundation guidelines and that all of the information contained in this report is true and accurate. Original receipts for all expenses incurred will be kept on file for at least five years, or longer if required by local law, in case they are needed for auditing purposes. I also understand that all photographs, video and other media submitted with this report will become the property of Rotary International and will not be returned. I represent and warrant that I own all rights in the photographs, video and other media, including copyrights, and that I have permission to license use of the images/likenesses of the persons appearing in the photographs, video and other media to Rotary International. I hereby grant Rotary International and The Rotary Foundation a royalty-free, worldwide, irrevocable license to use, including, but not limited to, publish, print, reproduce, display, distribute, modify, sublicense and publicly perform, the photographs, video and media now or at any time in the future, in Rotary International publications and materials, and for promotional purposes in any form, medium or technology now known or later developed.

Sponsor

By authorizing this report, I confirm that, to the best of my knowledge, these grant funds were spent according to Foundation guidelines and that all of the information contained in this report is true and accurate. Original receipts for all expenses incurred will be kept on file for at least five years, or longer if required by local law, in case they are needed for auditing purposes. I also understand that all photographs, video and other media submitted with this report will become the property of Rotary International and will not be returned. I represent and warrant that I own all rights in the photographs, video and other media, including copyrights, and that I have permission to license use of the images/likenesses of the persons appearing in the photographs, video and other media to Rotary International. I hereby grant Rotary International and The Rotary Foundation a royalty-free, worldwide, irrevocable license to use, including, but not limited to, publish, print, reproduce, display, distribute, modify, sublicense and publicly perform, the photographs, video and media now or at any time in the future, in Rotary International publications and materials, and for promotional purposes in any form, medium or technology now known or later developed.

AUTHORIZATION SUMMARY

Primary contact authorizations

Name	Club	District	Status
Christopher Valentine	Richards Bay	9370	
Marjorie Cole	Mission Valley-Sunset	5340	

Sponsor authorizations

Name	Club	District	Status
Louis Van Zyl	Richards Bay	9370	
Christopher Kilrain	Mission Valley-Sunset	5340	