



Matching Grants Application The Rotary Foundation (TRF)

PROJECT DESCRIPTION

Explanation: Matching Grants support the humanitarian service projects of Rotary clubs and districts. In this section, describe in detail the humanitarian need your project will address, the intent of the project, how the project will be implemented, and how Rotarians will be directly involved in the project. Involvement is required of both the host and international partners.

Please provide the name of the project site, the city or village, state or province, and country. List multiple locations, if applicable.

Project site: Abanu village

City/Village: Accra

State/Province: Kpando District

Country: Ghana

Describe the project and the problem or need it will address, including the intended beneficiaries and how the project will benefit the community in need. Provide the estimated length of time needed to complete the project.

Borehole wells, electric pumps, and overhead storage tanks to provide potable water to the village of Abanu and the Community Inclusive Special School for the handicapped. the funding will cover the costs of 4 boreholes, 8 submersible electric pumps, and 8 overhead tanks.

Describe how the benefiting community will maintain this project after grant funding has been fully expended.

When grant funding has been expended, the water wells, pumps, and tanks will require little maintenance. The Abanu village community is currently managing 2 borehole wells with hand pumps and no storage. It is planned that the minimal maintenance will be performed by villagers, trained by the team installing the system.

Describe specific activities of the host and international partners in implementing the project. What will the Rotarians who are members of the partner clubs do during the project? Please note that financial support is not considered active involvement. (See the Matching Grant application instructions for suggestions.)

Bonita Sunrise Rotary Club has several members who have expressed interest in going to Ghana to assist with building the wells, at their own expense, if schedules permit.

The Accra Osu RE Rotary Club will acquire the materials and manage the construction of the wells and storage tanks.

HOST PARTNER

Explanation: The host partner is the club or district in the project country. A committee of at least **three** Rotarians must be established to oversee the project. The primary project contact must be a member of the primary club identified below. The project committee must be composed of members of the sponsor Rotary clubs for club-sponsored projects or district for district-sponsored projects. The committee members must be committed for the duration of the grant process. Please provide the primary address for all committee members, as all Rotary information will be sent to this address. It is highly recommended that the primary contact (who receives all information from TRF) have an e-mail address to expedite communication.

Primary Club/District

Club: Accra Osu RE Club ID number (if known): _____
District: 9100 Country: Ghana

Primary Contact:

Name: Kolma Dra Amedewonu Member ID: _____
Club: Accra Osu RE
Rotary Position: Community Service Chairman
Address: _____
City: Accra
State/Province: _____ Postal code: _____ Country: Ghana
Email: kimportex@hotmail.com
Home phone: 233-21-777749/762708 Office phone: _____ Fax: _____

Project Contact #2:

Name: Eric Keyman Defor Member ID: _____
Club: Accra Osu RE
Rotary Position: President
Address: _____
City: Accra
State/Province: _____ Postal code: _____ Country: Ghana
Email: ericus59@yahoo.co.uk
Home phone: 233-21-783053 Office phone: _____ Fax: _____

Project Contact #3:

Name: Bill Ashiabor Member ID: _____
Club: Accra Osu RE
Rotary Position: _____
Address: _____
City: Accra
State/Province: _____ Postal code: _____ Country: Ghana
Email: w_ashiabor@yahoo.com
Home phone: 233-21-220424 Office phone: _____ Fax: _____

INTERNATIONAL PARTNER

Explanation: The international partner is the club or district outside the project country. A committee of at least **three** Rotarians must be established to oversee the project. The primary project contact must be a member of the primary club identified below. The project committee must be composed of members of the sponsor Rotary clubs for club-sponsored projects or district for district-sponsored projects. The committee members must be committed for the duration of the grant process. Please provide the primary address for all committee members, as all Rotary information will be sent to this address. It is highly recommended that the primary contact (who receives all information from TRF) have an e-mail address to expedite communication.

Primary Club/District

Club: Bonita Sunrise Club ID number (if known): 23674
District: 5340 Country: United States

Primary Contact:

Name: Dennis Sumwalt Member ID: 1134789
Club: Bonita Sunrise
Rotary Position: International Service Chairman
Address: 4415 Acacia Avenue
City: Bonita
State/Province: California Postal code: 91902 Country: United States
Email: Dennis_Sumwalt@Premierinc.com
Home phone: 619-421-4568 Office phone: 619-421-1380 Fax: 619-421-5520

Project Contact #2:

Name: Beverly L. Sumwalt Member ID: 1546041
Club: Bonita Sunrise
Rotary Position: President
Address: 4415 Acacia Avenue
City: Bonita
State/Province: California Postal code: 91902 Country: United States
Email: bsumwalt@pacbell.net
Home phone: 619-421-4568 Office phone: 619-420-6900 Fax: 619-421-5520

Project Contact #3:

Name: Jeanne F. Kearley Member ID: 6359946
Club: Bonita Sunrise
Rotary Position: Program Chairperson
Address: 748 Neptune Court
City: Chula Vista
State/Province: California Postal code: 91902 Country: United States
Email: jeanne.f.kearley@kp.org
Home phone: 619-427-2779 Office phone: 619-409-6330 Fax: none

PROJECT FINANCING

Explanation: Clearly list all financing in U.S. dollars noting which funds will be contributed in cash and which will be contributed from District Designated Funds (DDF). Use of DDF must be authorized by the district Rotary Foundation committee chair. TRF matches US\$0.50 for every \$1 cash contribution and \$1 for every \$1 contribution from DDF. The primary host club or district must provide at least \$100.

NOTE: No funds should be sent to TRF prior to official Trustee approval. Upon approval, a letter will be sent to the sponsors notifying them of approval and providing detailed instructions on how and where to submit their contributions.

Host Rotary clubs or districts inside the project country (The primary host club or district must provide at least US\$100.)	Cash (US\$)	DDF (US\$)	DRFC Chair (Print Name)	DRFC Chair Authorization
Rotary Club of Accra Osu RE	\$1,000			
International Rotary clubs or districts outside the project country	Cash (US\$)	DDF (US\$)	DRFC Chair (Print Name)	DRFC Chair Authorization
Rotary Club of Bonita Sunrise	\$5,000			
District 5340 DDF		\$4,000		
Rotary Club of Santa Cruz	\$4,934			
Subtotal, Cash and DDF	\$10,934	\$4,000		
TOTAL Cosponsor contributions	\$14,934			
Total funds requested from TRF (must be at least US\$5,000)	\$9,467			
Additional outside funding (not matched by, or forwarded to, TRF)	-			
Total project financing (must equal budget on page 4)	\$24,400			

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Rotary Club of Accra Osu RE	\$1,000			
International Rotary clubs or districts outside the project country	Cash (US\$)	DDF (US\$)	DRFC Chair (Print Name)	DRFC Chair Authorization
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Additional outside funding (not matched by, or forwarded to, TRF)	-			
Total project financing (must equal budget on page 4)	\$24,400			

PROJECT PLANNING

Explanation: Before an application is submitted to TRF, project partners should discuss various planning details. The questions below are a guide to aid project planning. Note that a Rotary club/district or Rotarian may not own anything purchased with grant funds.

Identify who will own equipment and maintain, operate, and secure items purchased with grant funds. (A Rotary club or Rotarian cannot own equipment.)

The community of Abanu village

Will training in use and maintenance of technical equipment be provided? If so, who will provide training?

Minimal, provided by the installers

Is software necessary to operate any items? If so, has software been provided?

None required

Indicate what arrangements have been made for customs clearance if items will be purchased and shipped from outside the project country.

None known at this time

Provision of plumbing and electrification to structures where people live or work cannot be purchased with grant funds and must be funded with other sources. Have the sponsor clubs/districts planned and agreed to fund plumbing or electrification for equipment and appliances in existing buildings (hospitals, schools, libraries, orphanages, etc.)?

Host club has verified the availability of electrical power for pumps

COMPETITIVE GRANTS

Explanation: Competitive grants are grants requesting US\$25,001 or above from TRF. Additionally, all revolving loan or microcredit grants are competitive, regardless of the requested amount. Competitive grants are reviewed twice a year at the October and April Trustees' meetings.

If your grant request is for US\$25,001 or above, a community needs assessment must be included. This assessment should demonstrate how the proposed project

- Involves the benefiting community
- Is viable and will be maintained by the benefiting community after grant funds have been expended

If your project involves revolving loans or microcredit, additional information must be provided:

- Revolving Loan Fund Supplement Form
- Revolving Loan Fund Credit Group Plan

Please refer to *The Guide to Matching Grants* (144-EN) and the RI Web site (www.rotary.org) for additional information.

AUTHORIZATION

Explanation: Authorizations ensure that both partners are aware of, and interested in, pursuing the described project. By signing below, the current club presidents for club-sponsored projects and current district grants subcommittee chairs for district-sponsored projects, as well as the committee members, agree to the criteria listed and affirm their support of the project.

All Rotary clubs, districts, and Rotarians involved in this project are responsible to The Rotary Foundation (TRF) for the conduct of the project and its subsequent reporting. The signatures of all involved parties confirm that they understand and accept responsibility for the project. Parties may either sign this page or submit a separate letter of commitment.

By signing below, we agree to the following:

- All information contained in this application is, to the best of our knowledge, true and accurate, and we intend to implement the project as presented in this application.
- The club/district agrees to undertake this project as an activity of the club/district.
- We ensure all cash contributions (as detailed in Project Financing) will be forwarded to TRF or directly to the project account after Trustee approval of the grant.
- RI and TRF may use information contained in this application to promote the project by various means such as The Rotarian, the RI international convention, RVM: The Rotarian Video Magazine, etc.
- The partners agree to share information on best practices when asked, and TRF may provide partners' contact information to other Rotarians who may wish advice on implementing similar projects.
- To the best of my knowledge and belief, except as disclosed herewith, neither I nor any person with whom I have or had a personal or business relationship is engaged, or intends to engage, in benefiting from TRF grant funds or has any interest that may represent a potential competing or conflicting interest. A conflict of interest is defined as a situation in which a Rotarian, in relationship to an outside organization, is in a position to influence the spending of TRF grant funds, or influence decisions in ways that could lead directly or indirectly to financial gain for the Rotarian, a business colleague, or his or her family, or give improper advantage to others to the detriment of TRF. (NOTE: Any and all exceptions must be explained in an attached statement.)

Host Partner		International Partner	
<input checked="" type="checkbox"/> Club president (club-sponsored) <input type="checkbox"/> District grants subcommittee chair (district-sponsored)		<input checked="" type="checkbox"/> Club president (club-sponsored) <input type="checkbox"/> District grants subcommittee chair (district-sponsored)	
Name	Eric Keyman Defor	Name	Beverly Sumwalt
Title	Club President	Title	Club President
Rotary Club	Accra Osu RE	Rotary Club	Bonita Sunrise
District	9100	District	5340
Signature		Signature	
Date		Date	

Primary Contact		Primary Contact	
Name	Kolma Dra Amedewonu	Name	Dennis Sumwalt
Signature		Signature	
Date		Date	
Project Contact #2		Project Contact #2	
Name	Eric Keyman Defor	Name	Beverly L. Sumwalt
Signature		Signature	
Date		Date	
Project Contact #3		Project Contact #3	
Name	Bill Ashiabor	Name	Jeanne F. Kearley
Signature		Signature	
Date		Date	

Application Form - Project D-366

AUTHORIZATION

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All Rotary clubs, districts, and Rotarians involved in this project are responsible to The Rotary Foundation (TRF) for the conduct of the project and its subsequent reporting. The signatures of all involved parties confirm that they understand and accept responsibility for the project. Parties may either sign this page or submit a separate letter of commitment.

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<input checked="" type="checkbox"/> Club president (club-sponsored)		<input type="checkbox"/> Club president (club-sponsored)	
<input type="checkbox"/> District grants subcommittee chair (district-sponsored)		<input type="checkbox"/> District grants subcommittee chair (district-sponsored)	
Name	Eric Keyman Dofor	Name	Beverly Sumwalt
Title	Club President	Title	Club President
Rotary Club	Accra Osu NR	Rotary Club	Bonita Sunrise
District	9100	District	9340
Signature	<i>[Signature]</i>	Signature	
Date	March 8, 2007	Date	

Primary Contact		Primary Contact	
Name	Kalma Daa Amedewonu	Name	Dennis Sumwalt
Signature	<i>[Signature]</i>	Signature	
Date	March 12, 2007	Date	
Project Contact #2		Project Contact #2	
Name	Eric Keyman Dofor	Name	Beverly L. Sumwalt
Signature	<i>[Signature]</i>	Signature	
Date	March 8, 2007	Date	
Project Contact #3		Project Contact #3	
Name	Bill Ashiabor	Name	Jeanne F. Keatley
Signature	<i>[Signature]</i>	Signature	
Date	March 12, 2007	Date	

Application Form - Project D-366

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Name	Eric Keyman Defor	Name	Beverly Sumwalt
Title	Club President	Title	Club President
Rotary Club	Accra Osu RE	Rotary Club	Bonita Sunrise
District	9100	District	5340
Signature		Signature	<i>Beverly L. Sumwalt</i>
Date		Date	3-12-07

Primary Contact		Primary Contact	
Name	Kolma Dra Amedewonu	Name	Dennis Sumwalt
Signature		Signature	<i>Dennis Sumwalt</i>
Date		Date	3/10/07
Project Contact #2		Project Contact #2	
Name	Eric Keyman Defor	Name	Beverly L. Sumwalt
Signature		Signature	<i>Beverly L. Sumwalt</i>
Date		Date	3-12-07
Project Contact #3		Project Contact #3	
Name	Bill Ashiabor	Name	Jeanne F. Kearley
Signature		Signature	<i>Jeanne F. Kearley</i>
Date		Date	3-12-07

COOPERATING ORGANIZATION

Explanation: A cooperating organization is an organization that is directly involved in the implementation of the project, offering technical expertise and project coordination. A benefiting entity is the recipient of goods or services and is not considered a cooperating organization.

If this project involves a cooperating organization (neither a Rotary club nor the beneficiary of the project), provide the following:

Name of organization: _____

Street address: _____

City, State/Province: _____ Postal code: _____ Country: _____

Office phone: _____ Fax: _____

Email: _____ Web address: _____

In addition to the above, the following must be attached:

- Letter of participation from cooperating organization that specifically states:
 - Its responsibilities and how it will interact with Rotarians
 - The organization's agreement to cooperate in any financial review of the project
- A letter of endorsement from the host partner confirming that the cooperating organization works within that country's laws

FINAL REPORT

Explanation: Although both partners are responsible for completing progress and final reports, the Trustees require that one partner take primary responsibility for submitting the final report to TRF. It is recommended that the club or district receiving the funds should take primary responsibility.

"By signing below, our club/district accepts primary reporting responsibility."

Print name: Kolma Dra Amedewonu Signature: _____

Rotary club: Accra Osu RE District: 9100

DISTRICT GRANTS SUBCOMMITTEE CHAIR REVIEW

Explanation: The Trustees require that the district grants subcommittee chair (DGSC) from either the host or international sponsor district certifies the application as complete. If the application is not complete or eligible, it will be returned to the host partner with a brief explanation.

"On behalf of the committee, I hereby certify that to the best of my knowledge and ability this grant application is complete, meets all TRF guidelines, and is eligible for funding."

Print name of DGSC: Dan Gensler Signature: _____

District: 5340 Date: _____

FROM : SOLOMON QUANDZIE

FAX NO. : +233 21 222782

Dec. 10 2003 08:51AM P2

Mar 06 07 05:55p

Dennis G Sumwalt

619-421-5520

p.2

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COOPERATING ORGANIZATION

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Name of organization: _____

Street address: _____

City, State/Province: _____ Postal code: _____ Country: _____

Office phone: _____ Fax: _____

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"By signing below, our club/district accepts primary reporting responsibility."

Print name: Kolena Dra Amedaworu

Rotary club: Accra Osu RE

Signature: 

District: 9100

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Explanation: The Trustees require that the district grants subcommittee chair (DGSC) from either the host or international sponsor district certifies the application as complete. If the application is not complete or eligible, it will be returned to the host partner with a brief explanation.

"On behalf of the committee, I hereby certify that to the best of my knowledge and ability this grant application is complete, meets all TRF guidelines, and is eligible for funding."

Print name of DGSC: Dan Gensler

District: 5340

Signature: _____

Date: _____

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Country _____

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"By signing below, our club/district accepts primary reporting responsibility."

Print name _____

Signature _____

Rotary club _____

District _____

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"On behalf of the committee, I hereby certify that to the best of my knowledge and ability this grant application is complete, meets all TRF guidelines, and is eligible for funding."

Print name of DGSC Dan Gensler _____

Signature 

District 5340 _____

Date 3/5/2007 _____

COMPLETION CHECKLIST

Before submitting your Matching Grants Application, please take a moment to review this checklist. If you have any questions or concerns, please contact the humanitarian Grant Coordinator for the project location.

- Does the project meet **all** grant policies and guidelines (see *The Guide to Matching Grants* [144-EN] or the RI Web site at www.rotary.org)?
- Does the project description clearly state how the project will assist those in need?
- Are the activities of the host and international partners clearly explained? Will the Rotarians be actively involved in the project?
- Have both the host and international partners created committees to oversee the project? Are these individuals correctly listed on the application with their complete contact information?
- Is a detailed, itemized budget included in the application?
- Are all partner contributions listed in the application, noting which contributions will be cash and which will be DDF?
- Has the DRFC chair provided his/her signature authorizing the use of District Designated Funds?
- Have the club presidents or district grants subcommittee chairs from the host and international partner provided their authorizing signatures?
- Have all six committee members provided their authorizing signatures?
- If a cooperating organization is involved, are the following letters included with the application:
 - Letter from the organization specifically stating its responsibilities, how it will interact with Rotarians, and agreeing to cooperate in any financial review of the project
 - Letter of endorsement from the host partner confirming that the cooperating organization is reputable and works within the laws of that country
- If the project involves a revolving loan or microcredit, is the Revolving Loan Fund Supplement and Credit Group Plan included?
- If the grant request is US\$25,001 or more, is a community needs assessment attached?
- Has the district grants subcommittee chair from either the host or international partner certified the application as complete and eligible?
- Is there a minimum of nine authorizing signatures included in the application?
- Have the partners made copies of all documents for their files prior to submitting them to TRF?

Send the completed application and all attachments to:



Humanitarian Grants Program
The Rotary Foundation
One Rotary Center
1560 Sherman Avenue
Evanston, IL 60201-3698 USA
Fax: 847-866-3698
Email: grants@rotary.org