



## District/Governor's/Rotaract Grant Final Report 2021-2022

This report must be completed and uploaded on [matchinggrants.org](https://matchinggrants.org) within 30 days after completion of the project but no later than 2 years after the date of approval of the project. For scholarships, the report is due 30 days after payment of funds.

**District Grant # (from [matchinggrants.org](https://matchinggrants.org)) P-3932**

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Rotary Club: Rotary Club of Cheyenne

Project Title: Cheyenne Park & Pathway signs

### Project Description:

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1. Is this a scholarship governor's grant report? Yes \_\_\_ No x (If yes, go directly to line 16)
2. Briefly describe the project. What was done and where did the project activities take place?  
Explain how the beneficiaries and other community members were involved?  
*The Rotary Club of Cheyenne, in partnership with the City of Cheyenne, pathway signs for the Greenway in Cheyenne. Therefore the club is applying for a District grant to plan and develop wayfinding signage for the greenway. The signage helps to enhance user's experience so ties in with two of Rotary's Areas of Focus, "Community and Economic Development" and the new area "Environment." Greenways and parks are important components of community development, enhancing a neighborhood's quality of life and pride of place, while preserving important land for water quality and small wildlife. The club will work together with staff from the city to appropriately design signage. Unfortunately the plans for educational signage did not come to fruition, however we were able to install more wayfinding signs.*
3. How many Rotarians participated in this project? 2
4. What did they do? Please give at least two examples.  
*They worked with the City to identify ways that the Rotary club could support the Greenway committee, and, after the signage was singled out, reviewed the appropriate placement and design of the signs to incorporate the intention of the grant.*

5. How many non-Rotarians benefited from this project? \_the greenway is open and free to the public\_\_

6. Who are the beneficiaries and what is the expected long-term community impact of this project?

*All users of the Greater Cheyenne Greenway pathway system.*

7. If a cooperating organization was involved, what was their role?

*The City of Cheyenne is the owner and maintains the greenway. They designed the signage and planned the placement. Also, as this is a city project, they were the project managers, and hired the crews that installed the signage.*

8. Income:

| Income Source               | Amount         |
|-----------------------------|----------------|
| District 5440               | \$4,000        |
| Rotary Club of Cheyenne     | \$4,000        |
| <b>Total Project Income</b> | <b>\$8,000</b> |

9. Expenditures: (number receipts starting with 1 and indicate a receipt # (s) for each expenditure) (Do not include travel expenses)

| If international project convert amounts to US dollars | Receipt # (s) | Budgeted Amount | Actual Amount |
|--|---------------|-----------------|---------------|
| 1. Cheyenne Greenway Invoice                           | 1.            | 8,000           | 8,000         |
|  |               |                 |               |
|  |               |                 |               |
|  |               |                 |               |
|  |               |                 |               |
|  |               |                 |               |
|  |               |                 |               |
|  |               |                 |               |
| Total project expenditures                             |               | 8,000           | 8,000         |

10. Please explain any variance of more than 5% between the budgeted amount and the actual amount including the reason for the variance and why the alternative was chosen.

*There was no variance in the project budget.*

11. Project score (5=strongly, 4=agree, 3= neutral, 2=disagree, 1=strongly disagree)

|  | Project Score | Comments   |
|--|---------------|--|
| The overall project was successful         | 4             |  |
| The grant process worked well              | 5             |  |
| My interaction with partner clubs was good | NA            |  |
| We achieved the results we expected        | 3             | We had hoped for educational signage as well, but the timing for that did not work |

12. Did you upload photos in your project on matchinggrants.org under the Photos tab? (If not, please do so)

*Yes*

13. What worked well on this project and why?

*It was nice to be able to partner with the City that is experienced in design and installation.*

14. What did not work well and how would you suggest improving it?

*Because this was fitting in with the rest of the branded signage, the Rotary cog could not be included on the sign. In the future, it would have been better to receive mock ups / diagrams earlier, so that other options could have been pursued. Also, due to construction delays, the installation was delayed a year.*

15. How was this project publicized?

*We publicized it on social media and wrote a joint press release with the city when it was completed.*

16. Scholarship Governor's grant only

- a. Name of scholarship awardee \_\_\_\_\_
- b. Current school \_\_\_\_\_
- c. University of college they will be attending \_\_\_\_\_
- d. Course of study \_\_\_\_\_
- e. Starting date \_\_\_\_\_

### Project Inventory

Please list all items provided in this grant that are over \$500 in value and are not expendable.

| Item Purchased   | Date of Purchase | Cost  | Initial Destination/ Location | Comments |
|------------------|------------------|-------|-------------------------------|----------|
| Greenway signage | June, 2023       | 8,000 | Cheyenne, WY                  |          |
|                  |                  |       |                               |          |
|                  |                  |       |                               |          |

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 the information contained herein is true and accurate. Receipts for all grant-funded expenditures are attached. 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 to the photographs, including copyright, and hereby grant the District, RI and TRF a royalty free irrevocable license to use the photographs now or in the future, through the District and the world in any manner it so chooses and in any medium now known or developed. This includes the right to modify the photographs as necessary in the District's and 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 the District, RI, and TRF.

**Please attach all receipts or an invoice and a copy of the check used to pay the invoice. Funds over \$100 not used must be returned to the district grants treasurer.**

Certifying signature of primary contact

DocuSigned by:

Anja Richmond

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Date: 8/21/2023

Print name Anja Richmond

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