

District 5580 District Simplified Grant Application

Please print or type all information and use additional sheets of paper if necessary. ***Incomplete applications will not be considered.***

See District Simplified Grants (DSG) 'CRITERIA & GUIDELINES' (attached) for instructions, eligibility, and program requirements.

FOR DISTRICT 5580 USE ONLY (once Grant is approved)

District Grant No. WCS-_____ Date Approved _____

District Grant Subcommittee Chair Signature _____

District Rotary Foundation Chair Signature _____

1. PROJECT DESCRIPTION

Please describe the project, its location, its objectives, and how they will be attained. Note: The project cannot be started until the district grants subcommittee approves the District Simplified Grant Application.

1. What is the purpose of this project? Provide a brief description.

The purpose of the grant is to provide funds to replace existing roofing on the Permanent Supportive Housing Facility owned and managed by Churches United in Ministry. Currently the roof area over two of the apartments in the building is leaking.

CHUM (Churches United in Ministry) is a human services agency governed by 41 member congregations. The organizational goals are to provide basic needs services for marginalized members of our community while working to affect the changes, which will eliminate the need for our services.

2. How will it meet the needs of the community

CHUM provides basic needs and services to persons/families living on the margins in the community. This facility currently houses four (4) families which include eleven (11) children. All of the residents were homeless prior to seeking help from CHUM. Once housed, these families can work on mental health, addiction, medical and family system issues in order to stay housed. Without this facility most residents would revert back to being homeless.

3. How will the host and partner(s) (District 5580 Rotary Club(s) and/or others) communicate and work together to implement this project? Please provide specific examples of activities.

A final on site inspection will be conducted once the project is complete.

Estimated project start date: December 2010 Estimated project completion date: January 2011

2. OTHER NON-ROTARY ORGANIZATIONS

If this project involves a cooperating organization, provide the name of the organization below, attaching a letter of participation from that organization that specifically states its responsibilities and how Rotarians will interact with the organization in the project. By signing this application, the Rotarian sponsors endorse the organization is reputable, responsible, registered with the project country, and acting within the laws of the project country.

Name of organization: Churches United in Ministry

3. ROTARY CLUB IN DISTRICT MAKING THE APPLICATION

Name the club that will coordinate principal funding for the project and that will assume responsibility for the project.

Rotary Club: Rotary Club of Duluth

Project Contacts: Two Rotarians must be listed who will provide oversight and management of the project funds for the entire duration of the project, even if it continues into another Rotary year.

Primary Contact

Name: James Schwartz

Rotary position/title: Grants Committee Chair

E-mail: jimschwartz@aol.com

Address: 2265 Oak Hills Trail

Street address

Carlton, Minnesota

Town

USA, 55811

Country/postal code

Telephone:

home:

cell: 218.348.3500

Additional Contact

Name: Russell Betts

Rotary position/title: Grants Committee Member

E-mail: russ.betts@krechojard.com

Address: 1616 West Morgan Street

Street address

Duluth, Minnesota

Town

USA, 55811

Country/postal code

Telephone:

home: 218.722.7320

cell: 218.391.9091

4. PROJECT BUDGET

Include a complete itemized budget for the entire project. Please use separate pages if necessary.

TOTAL \$12,744.00 which includes replacement of the deck. We are proposing to fund the roofing work portion only in the amount of \$7,700.00.
See attached Contractor quote.

5. PURCHASE OF EQUIPMENT, MATERIALS, OR SUPPLIES

1. Who will own equipment, materials, or supplies? (Cannot be owned by a Rotary Club or Rotarian)

Roof materials will be installed on the Permanent Supportive Housing Facility which is owned by Churches United in Ministry.

2. Who will be responsible for maintenance, operating, and/or storage costs of the equipment/supplies?

The maintenance will continue to be provided by Churches United in Ministry and Mr. Greg Kvan (CHUM) facilities manager. New roofing will be covered by a 15 year warranty.

6. PROPOSED FINANCING

If equipment/supplies will be shipped (in the event of this being an international project), have arrangements been made for custom clearance?

Please list all financing and indicate cash and District Simplified Grant money being requested.

Primary Sponsor Rotary Club	Amount Contributing
<u>Duluth Rotary Club # 25</u>	<u>\$3850.00</u>
Other Rotary Clubs/Districts	
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
Additional funding from other sources (if any)	<u></u>
SUBTOTAL	<u>\$3850.00</u>
Amount requested from District Simplified Grant <i>(Not to exceed amount contributed by Rotary Club(s))</i>	<u>\$3850.00</u>
TOTAL	<u>\$7700.00</u>

7. PUBLICITY

How will the general public know that this is a Rotary-sponsored project? Please provide details, e.g. publicity in a newspaper or display of the Rotary wheel.

A news article will be published in the Duluth News Tribune indicating District 5580 and Rotary 25 participation in the Project.

8. REPORT

The sponsoring club is required to complete and submit progress (interim) and final reports to the district grants subcommittee. Please indicate below the individual who will take primary responsibility for submitting these reports.

Name James Schwartz/Grants Chair

Signature



Name of Rotary Club: Duluth Rotary Club #25

9. ACTIVE ROTARIAN PARTICIPATION AND AUTHORIZATION

Sponsorship Authorization

All Rotary Clubs and Districts involved in this project are responsible to the District 5580 Foundation Grants Subcommittee and ultimately to The Rotary Foundation of Rotary International for the conduct of the project and for reporting on it. The signature at the bottom of this page confirms that the sponsors understand and accept responsibility for the project. Sponsors may either sign this page or submit a separate letter of commitment.

Please list below the activities your club will undertake demonstrating the active involvement of Rotarians in this project.

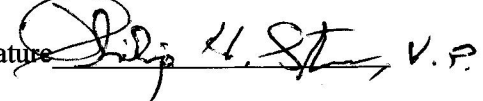
By signing below, we agree to the following:

- ☐ All information contained in this application is true and accurate, to the best of our knowledge.
- ☐ This application meets all District Simplified Grant criteria as stated in District Simplified Grants (DSG) CRITERIA & GUIDELINES.
- ☐ The club has agreed to undertake this project as an activity of the club.
- ☐ We understand and will comply with the required Rotarian activities and reporting requirements as stated in the District Simplified Grants (DSG) CRITERIA & GUIDELINES.
- ☐ We agree that, should the project take more than six months to complete, interim reports will be submitted every six months from the time the grant is paid, and final reports will be provided no later than two months after the completion of the project.
- ☐ Projects using DSG funds must be completed within two (2) years from the time of grant approval. Interim Reports are due every six (6) months during the activity of the project and within two (2) months of completion of the project. If the project cannot be completed as expected within the two-year time frame, all DSG funds MUST be returned to the District 5580 Treasurer to replenish the DSG Grant Fund.

Club President (printed name): Roni Salo

Phyllis Strom

Signature



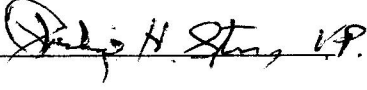
Rotary Club name: Duluth Rotary Club #25

Date

10 - 28 - 2010

10. AUTHORIZATION OF ROTARY CLUB'S FUNDS

Complete below authorization for club funds to be used for this project. Presidents of all clubs contributing must sign this authorization. (Duplicates of this sheet may be made).

Club President (printed name): Roni Salo / Phil Soren Signature 
Rotary Club name: Duluth Rotary Club #25 Date 10-28-2010

Amount authorized: \$3850.00

11. COMPLETION CHECKLIST

Before submitting your District Simplified Grant (DSG) application, please take a minute to review this checklist and make sure that it is complete. If you have any questions or concerns, please contact the district grants subcommittee chair.

- ☐ Does the project meet all DSG criteria?
- ☐ Has the sponsoring club appointed two contacts to oversee the project?
- ☐ Are these individuals correctly listed on the application?
- ☐ Is there a written funding confirmation from the club president(s) who will be in office during the year of the funding request?
- ☐ Have the responsibilities of the project sponsor been outlined? Do they meet the requirements of a DSG project?
- ☐ Is there a written commitment (or signature on Section 9 of the application) from the project sponsor?
- ☐ Is there a detailed budget provided for the project?
- ☐ Is there a cost estimate from the supplier(s) for each item?
- ☐ Is a cooperating organization involved? If so, is there a letter from the organization, which specifically states how the organization will work together and how Rotarians will be involved and interact?
- ☐ Have you outlined in detail how you plan to publicize the project?
- ☐ Have you made copies of all documents for your files prior to submitting them to the district grants subcommittee?

NOTE: *The district grants subcommittee will plan to review your application as soon as possible.*

Send the completed application and all attachments via email to:

Diane Collins, District 5580 Executive Secretary
Email: bigfish@uslink.net

Duluth Architectural Metals

5892 North Pike Lake Road
Duluth, Minnesota 55811
Phone: 218-729-0384 Fax: 218-729-0015
Cell: 218-349-9578

ATTN: Greg Kvam
Churches United in Ministry
102 West Second Street
Duluth, MN 55802

PROPOSAL

Job Name: Second Floor Patio Roof
Location: 2 East Fifth Street
Duluth, MN 55802
Phone: 720-6521
Date: 10/25/10

We hereby submit estimates for Roofing, Sheet Metal and Carpentry, to include:

1. Remove & dispose of existing rooftop deck, joists, posts and railing.
2. Remove & re-install existing siding as necessary to roof installation.
3. Remove & re-install existing entry door.
4. Remove & dispose of existing storm door. Replace with new metal storm door.
5. Remove & dispose of existing HVAC unit/curb. Patch structural components.
6. Remove & dispose of existing roofing, sheet metal cap flashing, gutter & dnspt.
7. Adhere ½" dens-deck with insulation adhesive to existing wood substrate.
8. Fully adhere .060 mil EPDM roofing. Extend up walls a minimum of 12", over top of parapet wall and through door opening.
9. EPDM protection mat at entire roof surface.
10. Prefinished 24 gauge metal cap flashing, gutter and downspout.
- (11. Construct new deck and railings of treated lumber, similar in design to existing and to meet all current codes. - \$5,100.00 credit for deleting deck)
12. Manufacturers 15 year full system warranty.
13. Engineer's certification and building permit.

Telephone
10/26/10
S. Ahlers
REP.

We propose hereby to furnish material and labor - complete in accordance with these specifications, for the sum of:

Twelve thousand, seven hundred forty-four 00/100.....\$ 12,744.00 - 7644.00

Payable as follows

Materials & Mobilization at Delivery / Balance Upon Completion

\$ 7700.00

REP.

All material is guaranteed to be as specified.
All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate.
All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers carry Worker's Compensation insurance.

Authorized
Signature: Steve Ahlers _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____ Date _____