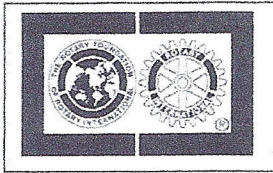


11.4.15



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 04-21-2011
District Grant Subcommittee Chair Signature Michael Schmelt
District Rotary Foundation Chair Signature Renata

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.

TO EXPAND THE LIFEHOUSE S.O.S. CLASSROOM TO INCLUDE
4 NEW LAPTOP COMPUTERS

2. How will it meet the needs of the community?

THIS FACILITY, LIFEHOUSE, IS THE ONLY ONE NORTH OF
THE TWIN CITIES TO PROVIDE THESE SERVICES TO
HOMELESS 14 TO 21 YEAR OLDS.

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.

(ROTARY) WE HAVE DEVELOPED A RELATIONSHIP WITH LIFEHOUSE DURING
THE PAST 2 YEARS, PROVIDED ASSISTANCE AT THEIR MEETINGS / GRAD.
- PROVIDING ATTENDANCE GIVING + CHRISTMAS MEAL FOR
CLIENTS AND STAFF.

Estimated project start date 5/1/11 Estimated project completion date 6/1/11

- SEE BACKUP INFORMATION FOR MORE
COMPREHENSIVE DATA

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 LIFETIMEHOUSE, INC

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 # 25 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 TOM HUSTON

Rotary position/title GRANTS COMMITTEE

E-mail THHUSTON2@aol.com

Address 3603 E 3RD ST
Street address
DULUTH, MINN.
Town
USA ; 55804
Country/postal code

Telephone 218-728-5720
home
office
218-355-0047
cell
fax

Additional Contact

Name JIM SCHWARTZ

Rotary position/title GRANTS COMMITTEE, CHAIR

E-mail ~~JMSCHWARTZ~~ jmwswartz@aol.com

Address 2265 OAK HILLS TRAIL
Street address
CARLTON, MINN.
Town
USA ; 55718
Country/postal code

Telephone 218-384-3500
home
office
cell
fax

4. PROJECT BUDGET

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

TOTAL \$ 4500

- SEE ATTACHED BREAKDOWN OF COSTS -

5. PURCHASE OF EQUIPMENT, MATERIALS, OR SUPPLIES

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

LIFETHOUSE

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

LIFETHOUSE

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

ROTARY CLUB OF DULUTH

\$ 2250.00

Other Rotary Clubs/Districts

Additional funding from other sources (if any)

SUBTOTAL

Amount requested from District Simplified Grant
(Not to exceed amount contributed by Rotary Club(s))

\$ 2250.00

TOTAL

\$ 4500.00

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.

SIGNAGE AT LIFETHOUSE
AND AT COMPUTER WORK
SPACES

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

THOMAS B. HUSTAD

Signature

[Signature]

Name of Rotary Club

ROTARY #25 OF DULUTH

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 S. ALLO

Signature

[Signature]

Rotary Club name

ROTARY #25

Date

3/15/11

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 Signature Roni Salo
Rotary Club name #25- of Down Date 3/15/11
Amount authorized \$ 4500

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

Life House is requesting \$4,500 from Rotary Club of Duluth #25 to expand our S.O.S. classroom to include 4 (four) new laptop computers with networking capabilities, and compatible with certified curriculum in reading, math, and life skills.

The following is an explanation of activities necessary to complete our S.O.S. classroom expansion project:

LENOVO NOTEBOOK, SECURITY LOCK, MOUSE AND INSTALLATION

Lenovo ThinkPad Edge Notebook

- Core iI3-370M 2.4G Processor - 2GB RAM - 250GB Hard Drive - DVDRW Optical Drive - 15.6IN 1366 x 768 WXGA Display - Intel Graphics Media Accelerator HD - Webcam - Windows 7 Professional x64 - 4.50 Hour Battery - HDMI

<u>Lenovo Notebook Subtotal</u>	<u>\$2,776</u>
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FIREWALL

Reconfigure existing NetGear Model FUS318 Firewall for VLAN to segment Lab from Office

<u>FIREWALL Subtotal</u>	<u>\$238</u>
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SWITCH

ProCurve 2510G-24 Manageable Switch 1

- 4 x SFP (mini-GBIC) - 24 x 10/100/1000Base-T

Installation of Managed Switch and Move, Reconfigure & Install Existing Switch

<u>SWITCH Subtotal</u>	<u>\$1,300</u>
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APPLICATION SOFTWARE

Application Software - Office Professional Plus 2007 Edition - Open License Program (with Software Assurance)

- Includes Word, Excel, PowerPoint, Publisher, Outlook, InfoPath, Access, and Office Communicator

<u>Application Software Subtotal</u>	<u>\$186</u>
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<u>TOTAL TECHNOLOGY QUOTE</u>	<u><u>\$4,500</u></u>
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I. Organization Information

1. Brief Summary of Organization Mission and Goals

Incorporated in 1991, Life House goals are to help at-risk, homeless kids ages 14-20 become healthy, positive adults. Our mission: *"to provide a safe harbor for enhancing the lives of youth at risk."* Our emergency services are located in the LIFELINE Building, two blocks from the public transit center, downtown Duluth, Minnesota. Our services span the St. Louis County region.

Today, Life House is the only drop-in center for homeless kids in Northeastern Minnesota.

To realize our unique service approach, imagine our LIFELINE Building as a "highway of needed services" for homeless kids – the "LIFELINE Expressway." Life House staff greets each youth, addressing basic needs and guiding youth toward life goals. Along their journey, each youth has the ability to take an "exit" into housing, jobs, school and health services – all in one location.

II. Purpose of Grant

1. Opportunities, Challenges, and Needs of Our Community

Due to the barriers faced by at-risk youth (homelessness, mental illness, lack of transportation, no positive adult support), Life House kids experience increased difficulties in achieving their high school education (diploma, GED). Prolonged instability with homeless youth results in a lack of academic skills, which in turn creates a barrier for obtaining and maintaining employment.

In 2005 Life House partnered with Duluth Public Schools to begin the School Outside of School (S.O.S.) Program. Through S.O.S., at-risk youth learn from community professionals essential life skills such as financial literacy, job skills (resume building, interviews), multicultural awareness, and peaceful community involvement. For every 60 hours of S.O.S. class participation, Duluth Public Schools awards each student one half credit toward a high school diploma.

An existing body of research suggests that technology used in structured learning environments can be advantageous to student development. At Life House, use of technology in our on-site S.O.S. life skills classes would be especially dramatic for youth who have been characterized as "economically disadvantaged" or "at risk."

2. Life House 2011 S.O.S. Program Goals

In 2011, our goal is to increase our capacity in addressing the educational needs of at-risk youth in our community. To accomplish our goal, Life House seeks to expand our S.O.S. classroom to include technology (computers, networking capabilities) and certified curriculum in reading, math, and life skills.

Life House has already partnered with local civic groups and area businesses to improve the space within our LIFELINE Building, including the construction of six individual workstations in our S.O.S. classroom. Located in our drop-in center, our new S.O.S. classroom is designed to improve job readiness skills and increase high school graduation rates.

3. Objectives and Ways We Will Meet Our Goals

Rather than treat basic skills as an obstacle to more complex and meaningful learning activities, our expanded S.O.S. classroom and specialized curriculum would give at-risk youth the opportunity to learn and practice basic skills in the context of working on authentic tasks, and within mixed-ability groupings.

For example, during a GED lesson a youth may display reading comprehension, yet demonstrate a lack of knowledge of basic sentence structure. With technology, our Education Case Manager (a licensed teacher) can instantly analyze lesson results and tailor class activities to individual needs. This process allows our youth to increase skills capacity and to function effectively in the world beyond the classroom.

4. Specific Activities for Which We Seek Funding

Life House is requesting \$4,500 from Rotary Club of Duluth #25 to expand our S.O.S. classroom to include 4 (four) new laptop computers compatible with certified curriculum in reading, math, and life skills (curriculum requested from local foundations). *NOTE: This is a new project that has never been funded prior to this proposal to the Rotary Club of Duluth #25.*

By partnering with Rotary Club of Duluth #25 (Life House Prom / Graduation, Thanksgiving Feast, and our Holiday Party), Life House has made significant strides in providing essential services for homeless kids seeking help. With continued support, Life House will enhance and strengthen our S.O.S Program assisting at-risk, disadvantaged students with needs in our community.

5. Who Will Carry Out These Activities?

Life House staff, community partners, and volunteers.

6. Time Frame in Which This Will Take Place

Project Start: Upon receipt of funding / Project Completion: 30 days upon receipt of funding

7. How Will the Proposed Activities Benefit Our Community?

Helping at-risk youth engage in on-site S.O.S. classes and positive activities benefits the Duluth community by: 1) reducing youth crime; 2) decreasing dependence on assistance programs; and 3) minimizing drug and alcohol abuse. Support for our youth builds our community by helping kids finish high school and get jobs. If our kids are ignored, the cost (taxes) to our community for juvenile detention is \$55,000 per youth each year.

8. Long-term Funding Strategies for Sustaining This Effort

In 2010, Life House implemented our long-term fund development plan. Aligned with our strategic plan, funding sources identified to sustain our "LIFELINE Expressway" services include government initiatives, local foundations, corporate sponsorships, and individual donors.

Also, in 2010 Life House and volunteer professionals developed a strategic 2011 Marketing and Public Relations (PR) Plan. It is the goal of our 2011 Marketing / PR Plan to raise awareness the issues facing at-risk youth, and increase support for homeless kids in our community.

III. Evaluation

1. Criteria for Success

Life House outcomes are measured through quantitative and qualitative data collection methods. These methods include: individual skills assessments; goal planning / youth development activities; life skills (S.O.S.) class attendance (held on-site in our drop-in center); client / program evaluation surveys; and follow-up support (phone calls, interaction in our drop-in center).

Life House uses a secured web-based data tracking / measurement system that allows us to: collect accurate and consistent data; track data and measure outcomes by utilizing wizard-driven logic models; and demonstrate project impact / outcomes reporting for funding accountability.