

District 5580 World Community Service (WCS) Matching Grant Application

FOR DISTRICT 5580 USE ONLY (once Grant is approved)

District Grant No. WCS - 17.4.19

Date Approved: [Click here to enter a date.](#)

District Grant Subcommittee Chair Signature: _____

District Rotary Foundation Chair Signature:  _____

IMPORTANT: A project already started will not be eligible for World Community Service funds.

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 by both the Host Club and International Partnering Club).

This grant will provide three schools in Guatemala with needed supplies, including desks, computers and cabinets. In February of this year (2017), several Rotarians from District 5580 toured these schools and spoke with both teachers and students about these needs. We are working with the Vista Hermosa Club in District 4250 who will buy the school supplies and arrange for transportation. The schools supplies will be delivered in the last half of June 2017 by Rotarians, including some from District 5580.

Please provide the name of the project site, the city or village, state or province, and country. Provide a detailed map of the area or provide GPS (Global Positioning Site) coordinates.

List multiple locations, if applicable. Schools names are: 1. EL Juez. 2. Instituto Telesecundaria Los Cerritos. 3. Escuela Rio Grande Abajo.

Project Site: All three schools are located in Sansare, Guatemala which is in Departamento of El Progreso.

City/Village: Sansare

State/Province: n/a

Country: Guatemala

GPS coordinates (if no map is provided): Latitude: 14.743313, Longitude: -90.119085

Provide name of ownership of property that structure on which structure is to be built.

N/A. A structure is not being built. Needed schools supplies are the nature of this grant. The school is owned by the Municipality of Sansare.

Provide a blueprint/detailed drawing of the proposed structure as an attachment. N/A.

Describe the project and the need it will address, including the intended beneficiaries and how the project will benefit the community in need.

The project is buying, transporting and delivering much needed schools supplies to three schools. The schools do not have the number of desks needed and the ones they do have, in some cases, are too small for the older children. The beneficiaries are the students in grades 1-12. This project will provide supplies, thus allowing students to focus on what's being taught rather than sitting at a desk that is too small or sitting on the floor. This will increase a student's attention span and increase their understanding of the topics being taught.

Provide the estimated length of time needed to complete the project.

2-4 weeks from the time the funds are sent to Guatemala to the time the school supplies are delivered.

Describe how the benefiting community will maintain this structure or project (financing of maintenance, etc.) after grant funding has been fully expended and who will be responsible for sustainability of the structure.

The school supplies will be located in a school, thus protected from the weather. The computers will be in a locked room and the cabinets all have locks on them to safely store items.

Describe specific activities of the Host and International Partners in implementing the project.

The Host partner will assist with the budget, buy the school supplies, help arrange transportation and delivery of the supplies to the schools. The International partner will travel to Guatemala to help deliver the supplies to the three schools.

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. (Refer to *Matching Grant Application Instructions* for suggestions.) They will travel from Guatemala City to Sansare to deliver the school supplies. This will take 1-3 days to deliver the supplies.

Explanation: The **Host Partner** is the **Club or District in the project country**. A committee of at least **three (3) 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 sponsoring Rotary Club or NGO 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 D5580 information will be sent to this address. It is **required** that the primary contact (who receives all information from D5580) have an email address to expedite communication.

Primary Rotary Club/District or NGO:

Club: Name and Number and/or NGO: Vista Hermosa Club #: 51446

District: 4250

Country: USA.

Primary Contact:

Name: Lorena Merida Aguirre

Member ID (if known): 9333757

Club Name: Vista Hermosa

Position: International Committee Member

Street Address:

City/State or Province/Postal Code: Guatemala

Phone:

Email Address (**Required**): lhmerida.69@gmail.com

Project Contact #2:

Name: Vivien Rueda

Member ID (if known): 3515169

Club Name: Vista Hermosa

Position: Street Address:

City/State or Province/Postal Code: Guatemala

Phone:

Email Address (**Required**): vivienrueda@gmail.com

Project Contact #3:

Name: Carolina Corzo

Member ID (if known): 8307998

Club Name: Vista Hermosa

Position: Rotarian

Street Address:

City/State or Province/Postal Code: Guatemala

Phone:

Email Address (**Required**): carolina.corzo@carolic-corporacion.com

Explanation: The **International Partner** is the Club or District outside the project country. In this case, **the International Partner would be a Club in District 5580.** A committee of at least three (3) Rotarians must be established to oversee the project. The primary contact must be a member of the primary Club identified below. The project committee must be composed of members of the sponsoring Rotary Club(s) for Club-sponsored projects or 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 D5580 information will be sent to this address. It is **required** that the primary contact (who receives all information from D5580) have an email address to expedite communication.

Primary Club/District:

Club or District Name: Fargo-Moorhead A.M. Rotary Club

Club ID Number: 27847

District #: 5580

Country: USA CAN

Primary Contact:

Name: Tom Newberger

Member ID (if known): 2263837

Club Name: Fargo-Moorhead A.M. Rotary Club

Position: International Chair

Street Address: 1649 American Way S.

City/State or Province/Postal Code: Fargo, ND 58103

Phone: 701-238-8028

Email Address (**Required**): TomandSher@cableone.net

Project Contact #2:

Name: Tom Riley

Member ID (if known): 1345413

Club Name: Fargo-Moorhead A.M. Rotary Club

Position: PDG and Scholarship Chair

Street Address: 1108 42nd Ave N.

City/State or Province/Postal Code: Fargo, ND 58102

Phone: 701-799-1512

Email Address (**Required**): thomas.riley@ndsu.edu

Project Contact #3:

Name: John Johnson

Member ID (if known): 8843299

Club Name: Fargo-Moorhead A.M. Rotary Club

Position: Sargent at Arms

Street Address: 1217 7th St. S.

City/State or Province/Postal Code: Fargo, ND 58103

Phone: 701-412-7185

Email Address (**Required**): john.johnson@ars.usda.gov

Explanation: Official Exchange Rates can be found at:

www.rotary.org/newsroom/downloadcenter/support/rates.html. Please use the most recent rate.

NOTE: The host club/district contributions are NOT matched by D5580.

ITEMIZED BUDGET TO BE COMPLETED BELOW:

Budget Item	# Units	Amount Each	Subtotal
1. Laptop Computers	15	\$432.43	\$6,486.45
2. Desks for Students	70	\$41.49	\$2,904.30
3. Desks for Teachers	4	\$89.46	\$357.84
4. Metal Book cabinets with Locks	3	\$80.81	\$242.43
5. Metal Locking Cabinets	3	\$190.82	\$572.46
6. Televisions	2	\$316.49	\$632.98
7. Burglar Alarm	1	\$135.14	\$135.14
Total			\$11,331.60 US \$

Note: The quotes above were verbal and received from a well-known and trusted Rotarian Lorena Mérida.

Subtotal all items in country currency: \$83,852.00

Exchange rate used US \$1 = \$7.4

Explanation: Clearly list all financing in US dollars in the section below, noting which funds will be contributed in cash and which will be contributed from D5580 WCS funds. Use of WCS must be

Club or District must provide at least \$100 in cash, and it is highly recommended that they match as much as possible with “in kind” donations of sweat equity whenever possible.

Note: *A project bank account must be established in District 5580 or Host Country before WCS Grant Funds will be distributed. When established and total club/cash contributions have been deposited into the account, the WCS Grant matching funds will be sent directly to the project bank account.*

Host Club (Project Country) cash donation: \$250.00
D5580 Rotary Club(s) or District outside the Project Country:
Cash (US\$): \$5540.80
Subtotals, Cash: \$5,790.80
Total Cosponsor Contributions: \$5,790.80
Total Funds requested from D5580 WCS Fund: \$5,540.80

Additional outside funding not matched by WCS fund: \$0.00
Total Project Financing (Must equal budget): \$11,331.60

Explanation: Before an application is submitted to D5580, project partners should discuss various planning details. The questions and statements 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.
- Will training in use and maintenance of technical equipment be provided? If so, who will provide such training?
- Is software necessary to operate any items? If so, has software been provided?
- Indicate what arrangements have been made for customs clearance if items will be purchased and shipped from outside the project country.
- Provision of plumbing and electrification to structures where people live or work may be funded with WCS funds. Have plumbing or electrification for equipment and appliances in existing buildings (hospitals, schools, libraries, orphanages, etc.) been considered and funded?

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 Chair for District-sponsored projects, as well as the committee members, agree to the criteria listed and affirm their support of the projects.

All Rotary Clubs, Districts and Rotarians involved in this project are responsible to D5580 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 the proper bank account after approval of the grant.

- District 5580 may use information contained in this Application to promote the project by various means, such as the D5580 Website, the District Newsletter and other publications of the District.
- The partners agree to share information on the best practices when asked, and D5580 may provide partners' contact information to other Rotarians who may wish advice on implementing similar projects.
- To the best of my knowledge and believe, except as disclosed herewith, neither I nor any person with whom I have or have had a personal or business relationship, is engaged or intends to engage in benefiting from D5580 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 D5580 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 D5580. (**NOTE:** Any and all exceptions must be explained in an attached statement.)

Host Partner

President (Club-sponsored)

District Grants Subcommittee Chair (District-sponsored)

Name (print): Rolando Gonzalez

Title: President

Rotary Club Name or

NGO: Vista Hermosa Club

District #: 4250

Signature: _____ (See invitation letter)

Date: 3/27/2017

International Partner

Club President (Club-sponsored)

District Grants Subcommittee Chair (District-sponsored)

Name (print): Tom Thompson

Title: President

Rotary Club: FMAM Rotary Club

District 5580

Signature: Tom Thompson

Date: 3/29/2017

Explanation:

A *cooperating organization* (for example, an NGO) 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 cooperation organization.

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

Name of Organization: N/A

Street Address: Click here to enter text.

City, State/Province, Postal Code, Country: Click here to enter text.

Office Phone: Click here to enter text.

Email Address: Click here to enter text.

Web Address: Click here to enter text.

Also, have the project contact provide the Project Contact information as listed above.

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.

Explanation: Although both partners are responsible for completing the Interim and Final reports, **D5580 requires that one (1) partner take primary responsibility for submitting the Final Report to D5580. It is recommended that the primary project Club in D5580 takes this responsibility.**

By signing below, our Club accepts Primary Reporting responsibility.

Print Name: Tom Thompson, Pres.

Signature: Tom Thompson

Rotary Club Name: FMAM Rotary Club

District 5580

Before submitting your Matching Grant Application, please take a moment to review this checklist.

- ✓ Does the project meet all grant policies and guidelines?
- ✓ 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?
- ✓ How will 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?
- ✓ Is ownership of the property on which the structure will be located clearly stated?
- ✓ Is a blueprint/detailed drawing of the structure included?
- ✓ Are all partner contributions listed in the application, noting which are from the WCS fund?
- ✓ Have the Club Presidents from the host and international partners provided their authorizing signatures?

If a cooperating organization is involved, please make sure the following letters are 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.

- ✓ Has the District Grants Subcommittee Chair of D5580 certified that the Application is complete and eligible?

*** **Have the partners made copies of all documents for their files prior to submitting them to D5580?**

*** **Completed Applications should be sent to:**

- ✓ District 5580 Office: bigfish@uslink.net
- ✓ Grants Subcommittee Chair (See Member Roster on Grants Website)

If you have any questions or concerns, please contact the Grants Subcommittee Chair.



Guatemala March 27, 2017

Mr. Tom Newberger
International Chairman
Rotary Club Fargo Moorehead AM

Dear Tom:

As President of Rotary Club Guatemala Vista Hermosa, I invite your Rotary Club Fargo Moorhead A.M to participate in a Project in Sansare, Departament of El Progreso in Guatemala, (65 kms North-East of Guatemala City). The project consists in providing school supplies and equipment to three teaching centers located in this village. We will have the collaboration of Municipality of Sansare.

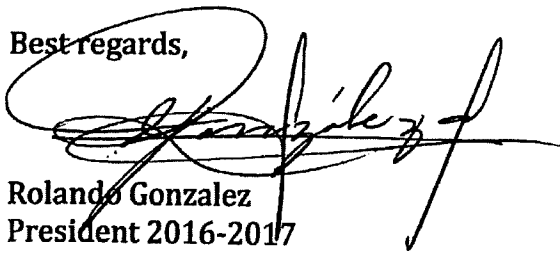
RC Guatemala Vista Hermosa will be glad to support this project with \$250.00 and all the help necessary to manage and report this Grant. The contact Rotarians that will be in charge of it are:

Lorena Mérida (Team Leader)
Vivien Rueda
Carolina Corzo

Your continued support to this and many other projects in Guatemala is highly appreciated and means bringing new and better opportunities to our fellow Guatemalans.

Looking forward to hear from you soon.

Best regards,


Rolando Gonzalez
President 2016-2017
Club Rotario Guatemala Vista Hermosa