



# Rotary International District 5580

## District Grant-Local Community Project

### 2017-18 Application

### Grant # 18.1.07



**Note: Rotarians completing this District Grant Application should submit this form to the appropriate Rotary International District 5580 Grants Committee Mentor (GCM) and D5580 Grants Committee Chair (GCC). Contact information is available at [www.clubrunner.ca/5580](http://www.clubrunner.ca/5580) Forms to be submitted typed, not hand written.**

**NOTE: Select a box, double click on it. Then, from the sub-menu select checked or not checked, then click on Okay.**  
**Application** [document must be completed in its entirety, including signatures]

District Grant Project Title: <b>Warm Clothes for Homeless Youth</b>	
Primary Contact's Name: <b>Ralph Hamann</b>	Rotary Club: <b>Cloquet - 1392</b>
Phone: (B): <b>218-878-3680</b>	©: <b></b>
(H): <b>218-879-8440</b>	(F): <b>218-878-3690</b>
Email: <b>Ralph.hamann@membersccu.org</b>	
Mentor's Name: <b>Craig Loughery</b>	Phone: <b>218-235-1773</b> Email: <b>tradercraig2005@yahoo.com</b>
Date Submitted: <b></b>	Estimated Timeline: <b>June 2019</b> <i>Finish Date</i>

### SECTION 1: PROJECT DESCRIPTION

**Explanation:** District 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. **Rotarian involvement is required and a one year timeline is requested (start to finish).**

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

Project site: <b>Public schools in the Cloquet, Esko, Carlton, and Wrenshall school districts. Fond du lac Ojibway schools.</b>
City / Village: <b>Cloquet, Esko, Carlton and Wrenshall</b>
State / Province: <b>Minnesota</b>
Country: <b>USA</b>

**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 including a START (cannot start prior to July 1<sup>st</sup>) and END DATE.**

The Cloquet Rotary Club started a pilot program in October 2016 to provide warm winter clothing to homeless youth in the Cloquet school district. During the initial 6 months of this pilot program, we were able to help 13 children by providing winter coats, hats, mittens, boots, and snow pants. The pilot program was such a success that we wish to expand it to the Esko, Carlton, Wrenshall and Fond du lac Ojibway school districts.

Homeless children are a concern of our Club. Some of these children, through circumstances beyond their control, have been forced to flee their homes with little time to gather belongings, including warm outdoor clothing. During the cold winter months, there is an immediate need to protect these children from the elements. This immediate need cannot usually be met through other public assistance available to the children or families,

simply due to the timing of when assistance is provided, compounded by the complexity of the application and approval process. Our program recognizes the need and commits to providing warm winter clothing within 24 hours of receiving a request.

The program is designed to coordinate with each district's McKinney-Vento Act District Homeless Liaison to identify children that meet the definition of "homeless" under the McKinney-Vento Act, and do not have warm clothes for the winter. A club member will use program funds to purchase these clothes within 24 hours of request for distribution to the Homeless Liaison for final distribution to the child(ren). Program funds are directly used by Club members to purchase specific items requested by the District Homeless Liaison. The District Homeless Liaison does not receive money directly.

This is an ongoing program of ours, and we are requesting enough grant funding to provide 50% of the funds we expect to spend on this program over the next 24 months. Each purchase of winter clothing will use an equal share of club funds and grant funds (all program funds will be segregated in a separate checking account). Any grant funds remaining in the program checking account at the end of the 24 month period will be returned to the district. The start date for this program is the fall of 2017 and we expect the program, for purposes of this grant request, to end in the Spring of 2019.

***The mission of The Rotary Foundation is to enable Rotarians to advance world understanding, goodwill, and peace through the improvement of health, the support of education, and the alleviation of poverty.  
How will this project meet the mission of Rotary Foundation?***

Providing warm outdoor clothing to children currently lacking such clothing has a direct positive impact on their health (protecting them from the elements) and education (allowing these children to focus on learning rather than how they are different from their friends and how they are going to stay warm during recess or the walk to/from school) as well as helping children without the means to provide for themselves. During our pilot program, it was heartwarming to hear stories from the District Homeless Liaison about how excited the special the children felt when they received the gift of a jacket and other warm clothes. The children mentioned these gifts even weeks later. There was a huge burden lifted from their minds with these gifts, allowing these kids to focus on learning.

## SECTION 2: PROJECT BUDGET

**Explanation:** For detailed information on what TRF will fund, please see *The Guide to Matching Grants* (144-EN). Official RI exchange rates can be found at [www.rotary.org/en/AboutUs/SiteTools/DownloadLibrary/Pages/ridefault.aspx](http://www.rotary.org/en/AboutUs/SiteTools/DownloadLibrary/Pages/ridefault.aspx). Please use the most recent rate. Your estimated costs below must include quotes from a bona-fide vendor if costs for items exceed \$100.

[illegible]



[illegible]

You must substantiate your project with actual receipts when completing the Final Report or the Final Report will be returned as incomplete.

The project budget is dependent upon the number of homeless children identified in each district by the McKinney-Vento Act District Homeless Liaison. The number of children that qualify as homeless under the Act vary from year to year, and can be anywhere between 10 – 40 children in each district. Not all of these children are lacking warm winter clothing. In our pilot program, we assisted 13 children and spent approximately \$1,000. Program funds will be segregated in a separate checking account. Checks will be handled by Club members and written out to local stores. All purchased items will be delivered to the District Homeless Liaison for final delivery to the child(ren). For purposes of this grant request, this is a 24 month program. All purchases will be made using equal shares of club funds and grant funds (again, all club and grant funds will be segregated in a separate checking account). At the end of 24 months, we will return any unused grant funds to the District.

### SECTION 3: PROJECT PLANNING

**Explanation:** Before an application is submitted to Rotary International District 5580 GC, 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 or benefit from 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.)**

We do not pre-purchase the clothing. All clothing is purchased by club members as needed and in the sizes requested at the time we are notified of a need by the McKinney-Vento Act District Homeless Liaison and delivered to the Liaison within 24 hours of the request.

**Will training in use and maintenance of technical equipment (including software) be provided? If so, who will provide training?**

N/A

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

We are not purchasing a long-lived asset, so there is nothing for the community to maintain. The program is designed to work with the McKinney-Vento Act Homeless Liaison, which is a required position within each school district. For long-term sustainability, we will work with each district Liaison to identify children who meet the definition of homeless as defined under the Act.

**Describe specific activities of the benefiting community partners in implementing the project.**

The McKinney-Vento Act District Homeless Liaison will be responsible for notifying the Club when a child has been identified as meeting the definition of homeless under the Act, and the child does not have winter outerwear. A member of the Club will purchase the requested outerwear and deliver the purchased items to the District Homeless Liaison for distribution to the homeless child.

**How will Rotarians be involved the project? Please note that financial support is not considered active involvement. (See the District Grant application instructions for suggestions.)**

The program is the expansion of a successful pilot program the Club began in 2016. Cloquet Rotarians will receive the requests for winter outerwear from the District Homeless Liaison. Club members will purchase the items in the size requested, and deliver the purchased items to the District Homeless Liaison for distribution to the homeless child. Due to the commitment of supplying the clothing within 24 hours of request, Club members will purchase clothing from local stores. Please note that the District Homeless Liaison will not receive money. Club members will do all purchasing.

**Indicate what financial arrangements have been made to pay for this project (i.e. Are you working with other organizations or are Rotarian contributions a part of your funding)?**

The project is funded through the Cloquet Rotary operating funds and budget. We are not working with other organizations to fund the project. Our club has committed to put \$2,000 into a separate checking account for the exclusive purposes of this program. We are asking for a matching grant from the District.

**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.)?**

N/A



**SECTION 4: ROTARY INTERNATIONAL DISTRICT 5580 - PRIMARY CLUB**

**Explanation:** The Rotary International District 5580 primary club is the club sponsoring the project. A committee of at least three Rotarians from this club 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 club 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 the District Grants Subcommittee) have an e-mail address to expedite communication.

**Primary Club**

Club **Cloquet Rotary Club**  
District **5580**

Club ID number **1392**  
Country **USA**

**Primary Contact:**

Name: **Ralph Hamann**

Member ID: **8599997**

Club: **Cloquet Rotary**

Rotary position: **President**

Address: **PO Box 292**

City: **Cloquet**

State/Province: **MN**

Postal code: **55720**

Country: **USA**

E-mail: **Ralph.hamann@membersccu.org**

Cell phone: **218-391-4323**

Home phone: **218-879-8440**

Office phone: **218-878-3680**

Fax: **218-878-3690**

**Project Contact #2:**

Name: **Julie Rothmeier**

Member ID: **5318332**

Club: **Cloquet Rotary**

Rotary position: **Board member**

Address: **PO Box 292**

City: **Cloquet**

State/Province: **MN**

Postal code: **55720**

Country: **USA**

E-mail: **Julie.rothmeier@gmail.com**

Cell phone: **218-428-4151**

Home phone:

Office phone: **218-879-1131**

Fax: **218-879-1638**

**Project Contact #3:**

Name: **Judy Poss**

Member ID: **8636526**

Club: **Cloquet Rotary**

Rotary position: **Board member**

Address: **PO Box 292**

City: **Cloquet**

State/Province: **MN**

Postal code: **55720**

Country: **USA**

E-mail: **jposs@cloquethospital.com**

Cell phone: **218-393-3032**

Home phone: **218-384-4898**

Office phone: **218-878-7652**

Fax: **218-879-9167**

**SECTION 5: ROTARY INTERNATIONAL DISTRICT 5580****ADDITIONAL CONTRIBUTING ROTARY CLUBS or DISTRICT PARTNERS**

**Explanation:** An additional contributing partner is a Rotary club or district who is not the sponsoring club or the host club. The additional contributing partner primary project contact must be a member of the additional contributing Rotary club identified below and must be committed for the duration of the grant process from application through implementation and final reporting. Please provide the primary address for additional contributing Rotary club(s) and district partner(s), as all Rotary information will be sent to this/these address (es). It is highly recommended that the primary contact(s) (who receives all information from the D5580 Grants Committee) have an e-mail address to expedite communication.

### **Additional Contributing Club #1**

Club	Club ID number:
District 5580	Country: USA

### **Additional Contributing Club #1 Primary Contact:**

Name:	Member ID:	
Club:		
Rotary position:		
Address:		
City:		
State/Province:	Postal code:	Country: USA
E-mail:	Cell phone:	
Home phone:	Office phone:	Fax:

### **Additional Contributing Club #2**

Club	Club ID number:
District 5580	Country: USA

### **Additional Contributing Club #2 Primary Contact:**

Name:	Member ID:	
Club:		
Rotary position:		
Address:		
City:		
State/Province:	Postal code:	Country: USA
E-mail:	Cell phone:	
Home phone:	Office phone:	Fax:

### **Additional Contributing Club #3**

Club	Club ID number
District 5580	Country USA

### **Additional Contributing Club #3 Primary Contact:**

Name:	Member ID:	
Club:		
Rotary position:		
Address:		
City:		
State/Province:	Postal code:	Country: USA
E-mail:	Cell phone:	
Home phone:	Office phone:	Fax:



## SECTION 6: 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 Grant Funds (DGF). The district Rotary Foundation Committee Chair must authorize use of District Grant Funds.

Project finances must match projected project budget.

**NOTE:** No funds should be spent and no work should be started on this specific project prior to official Rotary International District 5580 Grants Committee approval. Upon approval, a notice will be sent to the sponsors informing them of approval and providing detailed instructions on how and where to submit their contributions and reports.

RI District 5580 Rotary clubs	Cash (US\$)	DGF (US\$)	DRFC Chair D-5580	DRFC Chair Authorization	Dist. Governor D-5580	Dist. Governor Authorization
Cloquet	2,000	2,000				
<b>Total D-5580 Club &amp; DG Funds</b>	<b>2,000</b>	<b>2,000</b>	<b>Keith Brokke</b>		<b>Debra Warner</b>	
<b>Subtotals, Cash and DGF</b>	<b>2,000</b>	<b>2,000</b>				
<b>TOTAL Cosponsor contributions</b>	<b>4,000</b>					
<b>Additional non-Rotarian outside funding</b> (not matched by or forwarded to RI District 5580)	<b>0</b>					
<b>Total project financing</b> (Must equal Project Budget page Total)	<b>4,000</b>					

The program is expected to continue for 24 months. Program funds will be spent as we are notified of a need by the McKinney-Vento Act District Homeless Liaison in each of the school districts we are working with. We expect this to happen during the winter months of the 2017/2018 and 2018/2019 school years. At the end of 24 months, we will return any unused grant funds to the District.

## **SECTION 7: AUTHORIZATIONS**

**Explanation:** Authorizations ensure that all 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 project.

***All Rotary clubs, districts, and Rotarians involved in this project are responsible to The Rotary Foundation (TRF) for the implementation 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 the next page 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. Any alterations or changes in scope must have the expressed approval of the D5580 Grants Committee Chair.***
- 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 directly to the project account after RI D-5580 Grants Committee approval of the grant.***
- RI D-5580, RI and TRF may use information contained in this application to promote the project by various means such as district publications, The Rotarian, the RI international convention, RVM: The Rotarian Video Magazine, etc.***
- The partners agree to share information on best practices when asked, and RI D-5580 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.)***
- The club agrees to comply with all applicable terms and conditions of "The Rotary Foundation Memorandum of Understanding" and "The Rotary Foundation Future Vision RI District 5580 Addendum to The Rotary Foundation Club Memorandum of Understanding". The Rotary Foundation, RI D-5580 Audit Committee and/or the RI D-5580 District Foundation Compliance Officer have the authorization to audit the project at any time.***



<b>Primary Contact #1 (RI District 5580)</b>	
Name	Ralph Hamann
Signature	<i>Ralph Hamann</i>
Date	3/28/17
<b>Project Contact #2</b>	
Name	Julie Roulinier
Signature	<i>Julie Roulinier</i>
Date	3/28/17
<b>Project Contact #3</b>	
Name	Judy Pass
Signature	<i>Judy Pass</i>
Date	3/28/17

<b>District 5580 Rotary Club</b>	
<input checked="" type="checkbox"/>	Club president 2017-18 (club-sponsored)
<input type="checkbox"/>	District grants subcommittee chair (district sponsored)
Name	Ralph Hamann
Title	President
Rotary Club	Cloquet - 1392
District #	5580
Signature	<i>Ralph Hamann</i>
Date	3/28/17

## SECTION 8: 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:

E-mail:

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

## SECTION 9: FINAL REPORT

Explanation: Although all partners are responsible for completing progress and final reports, the D-5580 Grants Committee requires that one partner takes primary responsibility for submitting the final report to the D-5580 Grants Committee Chair Person. It is recommended but not required that the club or district receiving the funds should take primary responsibility. In any case, this signature of reporting responsibility should be that of one of the primary club's/districts project contacts.

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

Print Name: Ralph Hamann

Signature: *Ralph Hamann*

District: 5580

Rotary Club: Cloquet - 1392

## SECTION 10: D-5580 GRANTS COMMITTEE MENTOR REVIEW

Explanation: The D-5580 Grants Committee Chair will assign a mentor to help in preparing the District Grant. Once the mentor is satisfied that the application is complete, the mentor will sign off (below). Applications cannot be submitted without the mentor's signature.

"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."

GC Mentor: CRAIG LOUGHEAY Signature: *Craig Loughey*

District: 5580

Date: 3/29/17

## SECTION 11: COMPLETION CHECKLIST

Before submitting your District Grant application, please take a moment to review this checklist. If you have any questions or concerns, please contact the appropriate District Grants Mentor or D-5580 Grants Committee Chair Person.

**NOTE:** To select a box, double click on it. Then, from the sub-menu select checked or not checked, then click on Okay

- ☒ The project meets all grant policies and guidelines (see *The Guide to Matching Grants* [144-EN] or the RI Web site at [www.rotary.org](http://www.rotary.org)).
- ☒ The project description clearly states how the project will assist those in need.
- ☒ The activities of Rotary International District 5580 clubs are clearly explained. The Rotarians will be actively involved in the project.
- ☒ The District 5580 club(s) and partners have created committees to oversee the project. These individuals are correctly listed on the application with their complete contact information.
- ☐ A detailed, itemized budget is included in the application.
- ☐ All partner contributions are listed in the application, noting which contributions will be cash and which will be DGF.
- ☐ The Rotary Club President and District Grants Committee Chair from District 5580 (and partner(s)) have provided their authorizing signatures.
- ☐ All committee members (three for projects within D-5580) have provided their authorizing signatures.
- ☐ or ☐ N.A. If a cooperating organization is involved, the following letters are included with the application:
  1. ☐ or ☐ N.A. A 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.
  2. ☐ or ☐ N.A. A letter of endorsement from the NGO partner confirming that the cooperating organization is reputable and works within the laws of that community / country,
  3. ☐ or ☐ N.A. If the project involves a revolving loan or microcredit, are the Revolving Loan Fund Supplement and Credit Group Plan included?
- ☐ The DRFC chair has provided his/her signature authorizing the use of District Grant Funds.
- ☐ The District Governor has provided his/her signature authorizing the use of District Grant Funds.
- ☐ The D-5580 Grants Committee Mentor has certified the application as complete and eligible.
- ☐ The Rotary Club (and partners) have made copies of all documents for their files prior to submitting electronically to District 5580 Grants Chair David Long [long@arvig.net](mailto:long@arvig.net) and Diane Collins [bigfish@uslink.net](mailto:bigfish@uslink.net) Diane will post to the District website [www.clubrunner.ca/5580](http://www.clubrunner.ca/5580) for the D-5580 Grants Committee to review.