



Rotary International District 5580

District Grant-Local Community Project

2017-18 Application



Grant # **18.1.04**

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 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:		DL Essentia/Rotary Park and DL Rotary Soccer Park Benches	
Primary Contact's Name:	Marty Waller	Rotary Club:	Detroit Lakes
Phone: (B):	612 804-2467	©:	
(H):		(F):	
Email:	Mwaller0127@gmail.com		
Mentor's Name:	David Long	Phone:	
		Email:	218-841-7008
Date Submitted	March 27, 2017	Estimated Timeline	(start mid-July) <i>Finish mid September 2017</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:	Essentia (Hospital)/Rotary Park (near downtown) and Rotary Soccer complex (near M-State campus)
City / Village:	Detroit Lakes
State / Province:	MN
Country:	USA

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 1st) and END DATE. Provide place for people to sit, relax and enjoy Rotary Park and Rotary Peace Pole site. Site is adjacent to a Sr Residence and School and is co-located at a Hospital on the main street in DL. The limited current seating is old and inadequate.

Rotary Soccer Park currently does not have bench seating for participants or attendees. This would enhance the ability to enjoy use of fields and participate in the youth soccer program.

Projected timeline: start in mid July and finish in mid September, 2017

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?

It will enhance the ability for school children to utilize the Park(s); will give the residents of the Sr Housing & Hospital a place to sit outside enjoy the Park; will allow better utilization of Rotary soccer fields for youth soccer



Essentia Health

Here with you.

March 21, 2017

Re: Installation and Maintenance of Park Benches

Grant Representatives,

We are pleased to partner with the Noon Rotary Club members in their efforts to provide (2) new park benches at the Rotary Park that is located on our facility grounds in Detroit Lakes.

We will assist in the installation and maintenance of these park benches.

Thank you,

Peter Jacobson
President
Essentia Health St. Mary's – Detroit Lakes

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 have a cooperative agreement with the city of DL to provide maintenance, which is expected to be minimal. DL Rotary Club members will purchase items, and then work with city personnel for installation. **Essentia Health will own the benches at the Essentia-Rotary Park (the park is on Essentia Health property). DL Youth Soccer Striker Club (501C3 organization) will own the benches located at the soccer fields.**

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

No training required

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

City personnel will inspect and maintain, if required annually (cooperative letter attached). **Essentia Hospital will also assist with maintenance, as stated on letter.**

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

City will assist with install and maintenance; **Essentia Health will provide snow removal and general landscape work annually. DL Youth Soccer Striker Club (501C3 organization) will also assist with maintaining and locating benches at Soccer Park.**

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.)

Rotary members of club 1394 will assist coordinate all planning and scheduling with cooperating groups and assist with the transport and installation of all benches.

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)?

Funding will come from DL Rotary Club from funds already secured for this project through fundraising activities.



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	1394	Club Secretary/District 5580 Club Runner/Diane
District	5580	Country USA

Primary Contact:

Name:	Marty Waller	8458278	Dawn Olson-Sec
Club:	DL		
Rotary position:	President		
Address:	25190 East Cozy Cove Road		
City:	Detroit Lakes		
State/Province:	MN	Postal code: 56501	Country: USA
E-mail:	mwaller@gmail.com	Cell phone:	
Home phone:	218-849-5481	Office phone:	Fax:

Project Contact #2:

Name:	Milan Christianson	Member ID:	9520802
Club:	DL		
Rotary position:	member		
Address:	51966 Grobe Beach Road		
City:	Detroit Lakes		
State/Province:	MN	Postal code: 56501	Country: USA
E-mail:	1justmdc@gmail.com	Cell phone:	701-306-4607
Home phone:	218-843-3784	Office phone:	Fax:

Project Contact #3:

Name:	Brad Green	Member ID:	1659750
Club:	DL		
Rotary position:	Sgt At Arms		
Address:	508 East Front St		
City:	Detroit Lakes		
State/Province:	MN	Postal code: 56501	Country: USA
E-mail:	bgreen@ci.ddtroit-lakes.mn.us	Cell phone:	
Home phone:	218-847-4637	Office phone:	Fax:

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 N/A Club ID number: _____
District 5580 Country: USA

Additional Contributing Club #1 Primary Contact:

Name: N/A 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: N/A 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: N/A 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
DL Rotary Club	2250	2250				
Total D-5580 Club & DG Funds	2250	2250	Keith Brokke		Debra Warner	
Subtotals, Cash and DGF	2250	2250				
TOTAL Cosponsor contributions	N/A					
Additional non-Rotarian outside funding (not matched by or forwarded to RI District 5580)	N/A					
Total project financing (Must equal Project Budget page Total)	4500					


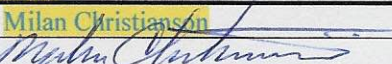
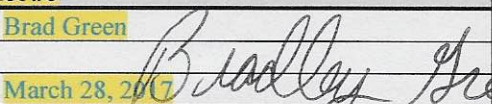
SECTION 7: AUTHORIZATIONS

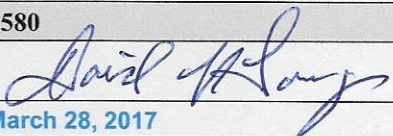
Explanation: Authorizations ensure that all partners are aware of, and interested in, pursuing the described project. By signing below, the current club presidents for club-sponsored projects and current district grants subcommittee chair for district-sponsored projects, as well as the committee members, 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.**

Primary Contact #1 (RI District 5580)	
Name	Marty Waller
Signature	
Date	March 28, 2017
Project Contact #2	
Name	Milan Christianson
Signature	
Date	March 28, 2017
Project Contact #3	
Name	Brad Green
Signature	
Date	March 28, 2017

District 5580 Rotary Club	
<input checked="" type="checkbox"/>	Club president 2017-18 (club-sponsored)
<input type="checkbox"/>	District grants subcommittee chair (district-sponsored)
Name	David Long
Title	President Elect, President 2017-18
Rotary Club	DL
District #	5580
Signature	
Date	March 28, 2017

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: N/A

Street Address:

City, State/Province: Postal code: Country:

Office phone: Fax:

E-mail: Web address:

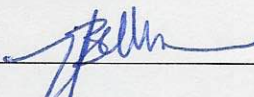
In addition to the above, the following must be attached:

- 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: Marty Waller Signature: 

District: 5580 Rotary Club: Detroit Lakes

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: David Long Signature: 

District: 5580 Date: March 28, 2017

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).
- 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 and **Diane Collins** bigfish@uslink.net Diane will post to the District website www.clubrunner.ca/5580 for the D-5580 Grants Committee to review.



QUOTATION

5240 - 257th St
 Wyoming, MN 55094
 Phone 651-462-9200
 Fax 651-462-9299
 info@xccent.biz

QUOTE #: 17-0292
 DATE: March 24, 2017

PROJECT: Rotary Benches

PHONE: 218-848-5481
 CELL:
 EMAIL: mwall0127@gmail.com

TO: Detroit Lakes Rotary Club
 Marty Waller

SALESPERSON	QUOTATION VALID FOR	FREIGHT RATE BASED ON SHIPMENT TO	SHIPPING METHOD	DELIVERY DATE	PAYMENT TERMS
STEFAN M.	30 DAYS	Xccent to Arrange	BESTWAY	TBD	PREPAY
PART #	DESCRIPTION	UNIT PRICE	QTY	LINE TOTAL	
ROT-2240-08	8' Inscription Rotary Bench-Portable Mount	\$ 750.00	6	\$ 4,500.00	
				\$ -	
				\$ -	
	*Pricing includes sales tax and delivery charges			\$ -	
				\$ -	

NOTES:

- * Pricing based on above quantities - any changes may require a revised quotation.
- * Orders will be placed upon receipt of a Purchase Order or your signed acceptance of this quote.

SUBTOTAL	\$ 4,500.00
FREIGHT	N/A
TOTAL \$	4,500.00

- * Purchase Orders should be made out to Xccent, Inc.
- * Above pricing does not include sales or use tax.

THANK YOU! *Stefan Mathiessen*

Inside Sales Associate - Xccent Play & Fitness

ACCEPTED BY:

DATE: _____



City of Detroit Lakes

1025 Roosevelt Ave., P.O. Box 647 Detroit Lakes MN 56502

March 20, 2017

Rotary Club of Detroit Lakes Noon
President Marty Waller

Dear Marty:

The City of Detroit Lakes Park Department will help with the installation and annual maintenance of any park benches the Rotary donates at our highly utilized Rotary Soccer Field. The Rotary Soccer Park is used in our Summer Rec program and the School District Soccer programs, reaching hundreds, if not thousands, of area youth and their families.

Sincerely,

Bradley Green
Public Works Director

cc: Ed Gehrke, Rotarian Detroit Lakes Noon

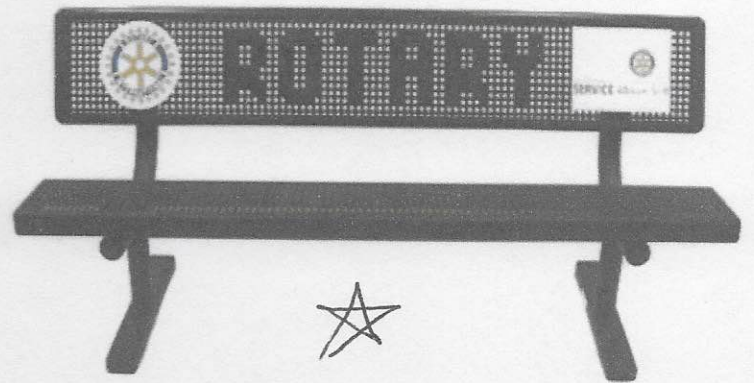
The City of Detroit Lakes is an equal opportunity service provider

Matt Brenk
MAYOR

Office of Public Works
508 Front Street E
218-847-4637 • FAX 218-846-7108

Bradley Green
PUBLIC WORKS DIRECTOR

Xccent Amenities Offers Rotary Benches!



- 2 Styles Available
- Many Color Options
- 6' or 8' Lengths
- Completely Customizable Plaques
- 3 Frame Choices (Surface, Portable, or In-ground)
- Heavy Duty 14-gauge Steel Back and Seat
- Durable PVC Coating with UV Protection for long lasting appearance and performance
- Seven Year Limited Warranty



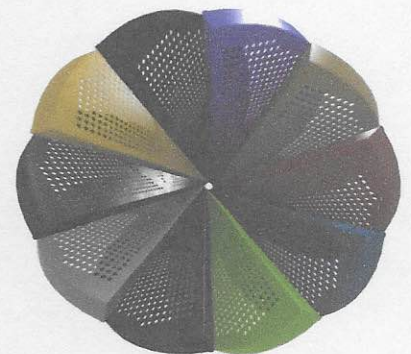
In-Ground



Surface Mount



Portable



Xccent Inc.
5240 257th Street
Wyoming, MN 55092



1-800-933-4748
www.xccent.biz
info@xccent.biz



5240 257th Street
 Wyoming, MN 55092
 Phone 651-462-9200
 Fax 651-462-9299

Fax order or send to Orders@xccent.biz

Contact Name:
Contact Phone:
Email:

ROTARY BENCH ORDER FORM

Bill To:

Ship To:



Inscription Series Bench



Insignia Series Bench

6 Foot Inscription Bench \$665.00

Part #	Frame Style	Color	Qty
ROT-2220-06	Surface Mount		
ROT-2230-06	Inground Mount		
ROT-2240-06	Portable		

6 Foot Insignia Bench \$793.00

Part #	Frame Style	Color	Qty
ROT-2250-06	Surface Mount		
ROT-2260-06	Inground Mount		
ROT-2270-06	Portable		
ROT-1280	Backer Plate		n/c

8 Foot Inscription Bench \$750.00

Part #	Frame Style	Color	Qty
ROT-2220-08	Surface Mount		
ROT-2230-08	Inground Mount		
ROT-2240-08	Portable		

8 Foot Insignia Bench \$845.00

Part #	Frame Style	Color	Qty
ROT-2250-08	Surface Mount		
ROT-2260-08	Inground Mount		
ROT-2270-08	Portable		
ROT-1290	Backer Plate		n/c

Plaque Message: (Club Name and/or Sponsor Names)

Please call 651-462-9200 for a freight quote.

Prices above do not include freight.

Or send an email to freightquote@xccent.biz

Additional Plaque \$35.00 (1 included with bench)



