

Rotary International District 5580 District Grant Application Grant # 17.1.08



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 <u>www.clubrunner.ca/5580</u> 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 Gra	nt Project Title: Williston Rotary and Lio	ns Pavilion		
Primary Name:	Contact's Mark D. Schneider	Rotary Club:	Williston	
Phone:	(B): 701-577-0033	©:		
Filone.	(H): 701-580-1314	(F):		
Email:	mschneider@lja-1.com			
Mentor's	s Name: Blake Crosby		Phone: Email:	701-238-3505 bcrosby@far.midco.net
Date Sul	bmitted March 22, 2016		Estimated Timeline	<mark>(Cannot start before July 1</mark>) Finish Date - August 2016

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:	Davidson Park
City / Village	Williston
State / Provin	nce: North Dakota
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. We will team with the Lions Club in Williston, and already have approval from the Park District to build a picnic shelter (Pavilion) large enough to hold 8 picnic tables, next to the Splash pad, ADA accessible playground, volleyball court and Public Library, in Davidson Park. This pavilion will benefit hundreds of families in Williston who go out on weekends and play at the splash pad, go to the Library or play volleyball in the park on weekends. We also have Clean-up Williston 4 times per year and the kick-off meetings are always held at Davidson Park with a grilled hamburger feed after the clean-up. We hold Builders Association General membership meetings and other Oil-related picnics in this park all summer long. The City Parks and Recreation department will take over the pavilion once it is built, and maintain it for the life of the pavilion. We are fundraising with the Lions Club and will be applying for other Grants, as well as having a Rose Sale for Administrative Professionals Day, and possibly a pancake feed. Lions is also applying for a Lions grant to raise our funds. This is an exciting project to team with our local non-profit organization, which will also raise awareness of our two organizations. We are asking for a Grant to build the concrete foundations and flat concrete slab portion of the building.

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?** We believe this project certainly brings goodwill, cooperation with another local non-profit organization, the support of education as we educate the community in cooperation and achievement of a shared project and we are building this next to the Library, which many families will use this as they share quality family time, library time, and playing together. Many organizations will see the Rotary emblem and Lions emblems as they use this facility for years to come. Although it may not cover ALL the mission statement of the Rotary Foundation, we do believe this is right up our mission's alley.

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 <u>www.rotary.org/en/AboutUs/SiteTools/DownloadLibrary/Pages/ridefault.aspx</u>. Please use the most recent rate. Your estimated costs below must include quotes from a bona-fide vendor if costs for items exceed \$100.

Budget Item	Name of Supplier	Amount
Concrete for the footings and concrete slab	McCody Concrete	8,650.00
	Subtotal	8,650.00
	Exchange rate used	US \$1=

Total in U.S. dollars 8,650.00

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You must substantiate your project with actual receipts when completing the Final Report or the Final Report will be returned as incomplete. Proposals for Concrete work are included (attached).

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10' sidewalls

ROTARY PAVILION







PO Box 4005 · WILLISTON, ND 58802 E-MAIL: FROMTHEDIRTUP@MCCODY.COM WEBSITE: WWW.MCCODY,COM

MCCODY PHONE: 701-572-5300 FAX: 701-774-9883

READY MIX PLANT 14021 Hwy 2 West 13811 W. FRONT STREET PHONE: 701-572-7617 FAX: 701-572-7619

Proposal and Contract

Mark Schneider 701-580-1314 mschneider@lja-1.com Williston ND

RE: Rotary Pavilion

Thank you for the opportunity to bid your project:

- (1) Drill and set 16" sono-tubes 48" deep with 24" above ground total of 10 tubes 6' long cost of tubes drilling and setting. \$1,200.00
- (2) Excavate 52'x24' area infill 4" of class 5 road gravel and compact install 2 each #4 rebar around perimeter setup and pour and finish mono slab with 4,000 psi concrete with GF33 Fibrillated Fiber Mesh 4 lb per yard. \$7,200.00
- (3) Furnish 10 each Galvanized Knife blade post brackets. \$250.00

Total \$8,650.00

Authorized Signature _____ Date of Acceptance

***Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment to be made as outlined above. This proposal may be withdrawn by us if it is not accepted within 30 days.

December 30, 2015

**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 proposal. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner is to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workforce Safety Insurance.

Ernie Dawson Construction Estimator McCody Concrete Products Inc. 701-580-8878



October 21, 2015

Re: Davidson Park Rotary Pavilion

To whom it may concern:

The Williston Parks and Recreation District is very excited to work with the Williston Rotary Club #1146 to put a Pavilion in Davidson Park. This will be a great addition to the Park and will be enjoyed by many families throughout the years once completed.

The location at Davidson Park is approved. WPRD has made Mark Schneider & Ken Callahan aware that there are water/sewer lines near the area they would like to build the pavilion. WPRD asks that they make sure they do not build on those lines. Jim Cote will be the WPRD contact to work with to coordinate anything with WPRD.

This 8-table pavilion will be designed, built and paid for by the efforts of the Williston Rotary and Lions Clubs. All costs associated with the build, as well as all funds and labor, will be the responsibility of the two service clubs. Signage on the pavilion or near the pavilion will be allowed.

The final design, signage & location must be approved by Darin Krueger (Executive Director), Jeremy Ludlum (Assistant Director) and Jim Cote (Parks Director) before building the pavilion takes place.

WPRD asks that they match the color scheme used by WPRD for our shelters in our district.

After completion, the Rotary Pavilion will be gifted to WPRD for long term maintenance and care.

Look forward to working with the groups to make this improvement to our park system

Darin L. Krueger

Executive Director Williston Parks & Recreation District <u>darin@wprd.us</u> 701-774-9773

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.) As we build the Pavilion, the first goals is to dig the holes, pour the concrete foundations, then prepare the slab and pour the concrete slab. This is all part of the Concrete estimate that we are asking for a District Grant from Rotary for. Our construction portion would be over 2 weekends, Saturday and Sunday, having volunteers from the Rotary Club and lions Clubs on-site for 2 days each weekend. Materials can be stored at Mark Schneider's 3-car garage in town, so they are secured overnight and through the week. Tools will be brought by volunteers and our own tools used for construction of the Pavilion shelter itself.

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

Describe how the benefiting community will maintain this project after grant funding has been fully expended. The local City Parks and Recreation District will maintain the Pavilion for many years after the project has been built. See the attached letter from the Williston parks and Recreation Department.

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

The City Parks and Recreation Department has allowed us to build on their land, and will maintain the property and building after we are completed. They have also allowed us to place our signage on the building so when a party calls in to reserve the Pavilion, they would have to reserve the Rotary/Lions Pavilion. The Rotary and Lions Club will benefit from the publicity and press coverage before and after the pavilion is completed. We plan on having a few stories written and published in the local newspaper covering the story and the combined efforts of both teams. The City itself will benefit as they oversee the Parks and Recreation Department.

How will the Rotarians who are members of the partner clubs be involved the project? Please note that financial support is not considered active involvement. (See the District Grant application instructions for suggestions.) Rotarians will volunteer on the Fundraising committee, get involved in the Rose-Day sale, and possible pancake feed, and will be out there on the weekends swinging hammers and nails, bolts and wrenches.

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 District Grant we are applying for in this application, will be matched by fundraising efforts of the Williston Rotary Club solely for the concrete for the Pavilion project. The Lions Club is also applying for a Lions Grant for this project and we have the ability to fundraise locally to raise the remaining monies necessary for the entire project.

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.)? NA

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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 <u>three</u> 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 committee 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 Williston Rotary Club - 1426 District 5580				<mark>Club Secreta</mark> Club Runner USA	ry/District 5580 /Diane
Primary Contact: Name: Mark D. Schneider				Member ID: 8356158	Club Secretary/Found ation Chair/Diane
Club: Williston					
Rotary position: Past President					
Address: 306 Hillcourt					
City: Williston State/Province: ND	Dectal code	50001	Course		
E-mail: mschneider@lja-1.com	Postal code:	Cell phone: 701		ntry: USA	
Home phone: NA	Office phone:	701-577-0033	Fax:	NA	
none phone. Ina	onice priorie.	101-377-0033	Ταλ.		
Project Contact #2:					
Name: Ken Callahan				Member ID:	8298232
Club: Williston					
Rotary position: Foundation Chair					
Address: 822 Second Ave. East					
City: Williston					
State/Province: ND	Postal code:	58801	Cour	ntry: USA	
E-mail: Ken.callahan@mdu.com		Cell phone: 701	-770-	5030	
Home phone: NA	Office phone:	701-572-1620	Fax:	NA	
Project Contact #3:					
Name: Sarah Beckwith				Member ID:	9247063
Club: Williston					
Rotary position: President Elect 2017-2	.018				
Address: 2724 23rd Street West					
City: Williston					
State/Province: ND	Postal code:	58801	Coun	ntry: USA	
E-mail: sarahkbeckwith@gmail.com		Cell phone: 843	-442-0	0492	
Home phone: NA	Office phone:	701-774-3824	Fax:	NA	

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SECTION 5: ROTARY INTERNATIONAL DISTRICT 5580 ADDITONAL 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 NA District 5580		Club ID number: Country: USA
Additional Contributing Club #1	Primary Contact:	
Name:		Member ID:
Club:		
Rotary position:		
Address:		
City:		
State/Province:	Postal code:	Country: USA
E-mail:	Ce	ell phone:
Home phone:	Office phone:	Fax:
Additional Contributing Club #2		
Club:		Club ID number:
District: 5580		Country: USA
Additional Contributing Club #2 I	Primary Contact:	
Name:		Member ID:
Club:		
Rotary position:		
Address:		
City:		
State/Province:	Postal code:	Country: USA
E-mail:	Ce	ell phone:
Home phone:	Office phone:	Fax:
Additional Contributing Club #3		
Club		Club ID number
District 5580		Country USA
Contributing Club #3 Primary Co	ntact:	
Name:		Member ID:
Club:		
Rotary position:		
Address:		
City:		
State/Province:	Postal code:	Country: USA
E-mail:		Il phone:
Home phone:	Office phone:	Fax:

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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
Williston Rotary	4,000.00	4,000.00				/ action action
Total D-5580 Club & DG			Roly		Craig	
Funds			Turner		Loughery	
Subtotals, Cash and DGF	4,000.00	4,000.00				
TOTAL Cosponsor contributions (Lions Club))				
Additional non-Rotarian outside funding (not matched by or forwarded to RI District 5580)	650).00				
Total project financing (Must equal Project Budget page Total)	8,65	0.00				

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.

mary

willion , pavilion c

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Primary Contact #1 (RI District 5580)	District 5580 Rotary Club
Name Signature Date Project Contact #2 Name	Club president (club-sponsored) District grants subcommittee chair (district-sponsored) Name Title Title Rotary Club # 1426
Signature Date	District # 5580
Project Contact #3 Name Signature	Signature Date 3/r9/16
Date	

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: Williston Lions Club

Street Address:			
City, State/Province: Williston	Postal code: 58801	Country: USA	
Office phone:	Fax:		
E-mail:	Web address: www.willis	tonrotaryclub.org	

In addition to the above, the following must be attached: (see 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.

Signature:

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

Print Name: Mark D. Schneider

District: 5580 Rotary Club: Williston - 1426

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: Blake Crosby	Signature:	
District: 5580	Date:	

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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 <u>www.rotary.org</u>).
- 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 Blake Crosby <u>bcrosby@far.midco.net</u> and Diane Collins <u>bigfish@uslink.net</u> Diane will post to the District website <u>www.clubrunner.ca/5580</u> for the D-5580 Grants Committee to review.



March 26, 2016

To whom it may concern,

This letter is to confirm that the "Williston Korner Lions Club" is participating with the "Williston Lions Club" and "Williston Rotary Club" for a new pavilion at Davidson Park in Williston. This pavilion will provide a permanent open sided shelter with picnic tables for families to enjoy various types of functions. Once the pavilion is constructed, it will be owned and maintained by the Williston Parks & Recreation District. The pavilion will have a sign proudly recognizing each club.

A committee has been formed that is comprised of members from each club. This committee will be working together to raise funds, participate in grants, coordinate volunteering, and oversee construction of the pavilion. The committee members from "Williston Korner Lions Club" are David Tuan and Eric Kirby. These two committee members report to our Lions club at regular scheduled member meetings which are the 2nd and 4th Monday of each month at 7:00am.

Sincerely,

autile Mollans Kathleen Molland

Phone: 701.770.8649 President Williston Korner Lions Club

Williston Korner Lions Club, PO Box 664, Williston, ND 58802-0664

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