

## District 5580 District Simplified Grant Application

Please print or type all information and use additional sheets of paper if necessary. *Incomplete applications will not be considered.*

See District Simplified Grants (DSG) 'CRITERIA & GUIDELINES' (attached) for instructions, eligibility, and program requirements.

### FOR DISTRICT 5580 USE ONLY (once Grant is approved)

District Grant No. 13.2.07 Date Approved \_\_\_\_\_  
District Grant Subcommittee Chair Signature \_\_\_\_\_  
District Rotary Foundation Chair Signature \_\_\_\_\_

#### I. PROJECT DESCRIPTION

Please describe the project, its location, its objectives, and how they will be attained. Note: The project cannot be started until the district grants subcommittee approves the District Simplified Grant Application.

1. What is the purpose of this project? Provide a brief description.  
*The Village of Hope provides temporary shelter and support services for families experiencing homelessness. During 2011, the Village of Hope provided 6,528 days of residential care for homeless families; including 74 adults and 125 children. A majority of the children served are pre-school and primary school age.*  
  
*The project would purchase materials and create an outdoor play structure specifically designed for pre-school and primary school age children. Rotarians will be volunteering their time to install the equipment. Bemidji Rotary has installed five playgrounds over the years and its membership is well experienced and motivated in this regard.*
2. How will it meet the needs of the community?  
*Play is a significant learning activity for pre-school and primary school children. Providing a safe play structure will allow children who are experiencing homelessness an opportunity to grow and develop skills necessary to thrive and become successful adults.*  
  
*The Village of Hope has also indicated that the play structure would be open to other children in the local neighborhood. This will expand the impact of the project to a larger community and provide opportunities for children who are experiencing homelessness to interact with peers in their community.*
3. How will the host and partner(s) (District 5580 Rotary Club(s) and/or others) communicate and work together to implement this project? Please provide specific examples of activities.

*The Bemidji Rotary Club has been working with Village of Hope staff to identify an unmet need for the families they serve. An outdoor play structure is a significant unmet need for the children they serve. Approximately one year ago, the Bemidji Rotary Club began to raise funds through a "Change for Hope" campaign of collecting loose change from members and other community members to support this project. In addition, weekly meeting "fines" have been designated for this project. At this point, approximately \$5,000 has been collected.*

*The Executive Director of the Village of Hope has provided contact information for Midwest Playscapes, Inc. who have now provided a proposal for design, cost and completion of a play structure that will meet these needs.*

*If we are able to obtain adequate funding to purchase the materials, the Bemidji Rotary Club would work with Village of Hope staff to order all the necessary materials for construction of the play structure in March or April of 2013. Actual installation will depend on weather conditions during March/April of 2013.*

Estimated project start date Immediately Estimated project completion date March/April 2013 (weather permitting).

## 2. OTHER NON-ROTARY ORGANIZATIONS

If this project involves a cooperating organization, provide the name of the organization below, attaching a letter of participation from that organization that specifically states its responsibilities and how Rotarians will interact with the organization in the project. By signing this application, the Rotarian sponsors endorse the organization is reputable, responsible, registered with the project country, and acting within the laws of the project country.

## 3. ROTARY CLUB IN DISTRICT MAKING THE APPLICATION

Name the club that will coordinate principal funding for the project and that will assume responsibility for the project.

Bemidji Rotary Club

Project Contacts: Two Rotarians must be listed who will provide oversight and management of the project funds for the entire duration of the project, even if it continues into another Rotary year.

Primary Contact	Additional Contact
Name <u>Jordan Hickman</u>	Name <u>Martin Graefe</u>
Rotary position/title <u>Past President 2010-2011</u>	Rotary position/title <u>President</u>
E-mail <u>jhickman@bemidji.k12.mn.us</u>	E-mail <u>graefe@cord.edu</u>
Address <u>685 Shelby Dr. NE</u> Street address <u>Bemidji, MN</u> Town <u>56601</u>	Address <u>3014 Rynders Ct. NW</u> Street address <u>Bemidji, MN</u> Town <u>56601</u>

Country/postal code

Telephone 218-444-2756  
home

office  
218-209-6902  
cell  
218-333-3127  
fax

Country/postal code

Telephone 218-444-9950  
home

218-586-8715  
office  
218-368-9671  
cell  
218-586-8601  
fax

#### 4. PROJECT BUDGET

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

Playsimple Design F [Midwest Playscapes, Inc]	\$11,900.00
32 – 4' Border Timbers with Stakes	\$1,344.00
38 Cubic Yards of Certified Wood Fiber	\$570.00
Freight	\$1,690.48
Sales Tax	\$1,107.40
Installation	\$2,950.00*

TOTAL ~~\$19,561.88~~ \$16,611.88

\* Installation will be completed by members of Bemidji Rotary Club

#### 5. PURCHASE OF EQUIPMENT, MATERIALS, OR SUPPLIES

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

*Village of Hope  
PO Box 1035  
Bemidji, MN 56619*

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

*Village of Hope  
PO Box 1035  
Bemidji, MN 56619*

#### 6. PROPOSED FINANCING

If equipment/supplies will be shipped (in the event of this being an international project), have arrangements been made for custom clearance?

Please list all financing and indicate cash and District Simplified Grant money being requested.

Primary Sponsor Rotary Club	Amount Contributing
Bemidji Rotary Club	\$ 8,305.94
Other Rotary Clubs/Districts	
Additional funding from other sources (if any)	
SUBTOTAL	8,305.94
Amount requested from District Simplified Grant (Not to exceed amount contributed by Rotary Club(s))	8,305.94
TOTAL	16,611.88

## 7. PUBLICITY

How will the general public know that this is a Rotary-sponsored project? Please provide details, e.g. publicity in a newspaper or display of the Rotary wheel.

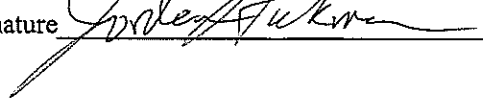
*The installation of the play structure will be planned to be completed immediately prior to or in conjunction with the 2013 District Conference in Bemidji. Local media, including the Bemidji Pioneer and Lakeland News will be notified about the project and invited for construction.*

*The Bemidji Rotary Club has constructed several play structures in parks in and around Bemidji during prior years. Each structure is designated as a Rotary project and displays the Rotary wheel. This project would also display the Rotary wheel.*

The sponsoring club is required to complete and submit progress (interim) and final reports to the district

## 8. REPORT

grants subcommittee. Please indicate below the individual who will take primary responsibility for submitting these reports.

Name Jordan Hickman Signature   
Name of Rotary Club Bemidji Rotary Club

## 9. ACTIVE ROTARIAN PARTICIPATION AND AUTHORIZATION

### Sponsorship Authorization

All Rotary Clubs and Districts involved in this project are responsible to the District 5580 Foundation Grants Subcommittee and ultimately to The Rotary Foundation of Rotary International for the conduct of the project and for reporting on it. The signature at the bottom of this page confirms that the sponsors understand and accept responsibility for the project. Sponsors may either sign this page or submit a separate letter of commitment.

Please list below the activities your club will undertake demonstrating the active involvement of Rotarians in this project.

By signing below, we agree to the following:

- ☒ All information contained in this application is true and accurate, to the best of our knowledge.
- ☒ This application meets all District Simplified Grant criteria as stated in District Simplified Grants (DSG) CRITERIA & GUIDELINES.
- ☒ The club has agreed to undertake this project as an activity of the club.
- ☒ We understand and will comply with the required Rotarian activities and reporting requirements as stated in the District Simplified Grants (DSG) CRITERIA & GUIDELINES.
- ☒ We agree that, should the project take more than six months to complete, interim reports will be submitted every six months from the time the grant is paid, and final reports will be provided no later than two months after the completion of the project.
- ☒ Projects using DSG funds must be completed within two (2) years from the time of grant approval. Interim Reports are due every six (6) months during the activity of the project and within two (2) months of completion of the project. If the project cannot be completed as expected within the two-year time frame, all DSG funds MUST be returned to the District 5580 Treasurer to replenish the DSG Grant Fund.

Club President (printed name) Martin Graefe

Signature



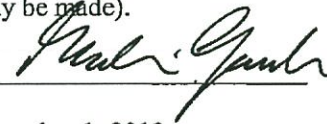
Rotary Club name: Bemidji Rotary Date: November 1, 2012

## 10. AUTHORIZATION OF ROTARY CLUB'S FUNDS

Complete below authorization for club funds to be used for this project. Presidents of all clubs contributing must sign this authorization. (Duplicates of this sheet may be made).

Club President (printed name) Martin Graefe

Signature



Rotary Club name: Bemidji Rotary

Date: November 1, 2012

Amount authorized: \$8,305.94

## 11. COMPLETION CHECKLIST

Before submitting your District Simplified Grant (DSG) application, please take a minute to review this checklist and make sure that it is complete. If you have any questions or concerns, please contact the district grants subcommittee chair.

- ☒ Does the project meet all DSG criteria?
- ☒ Has the sponsoring club appointed two contacts to oversee the project?
- ☒ Are these individuals correctly listed on the application?
- ☒ Is there a written funding confirmation from the club president(s) who will be in office during the year of the funding request?
- ☒ Have the responsibilities of the project sponsor been outlined? Do they meet the requirements of a DSG project?
- ☒ Is there a written commitment (or signature on Section 9 of the application) from the project sponsor?
- ☒ Is there a detailed budget provided for the project?
- ☒ Is there a cost estimate from the supplier(s) for each item?
- ☒ Is a cooperating organization involved? If so, is there a letter from the organization, which specifically states how the organization will work together and how Rotarians will be involved and interact?
- ☒ Have you outlined in detail how you plan to publicize the project?
- ☒ Have you made copies of all documents for your files prior to submitting them to the district grants subcommittee?

***NOTE: The district grants subcommittee will plan to review your application as soon as possible.***

**Send the completed application and all attachments via email to:**

**Diane Collins, District 5580 Executive Secretary**

**Email: [bigfish@uslink.net](mailto:bigfish@uslink.net)**



Jordan Hickman  
Bemidji Rotary  
Bemidji, MN 56601

Dear Jordan,

I would like to take this opportunity to thank you for your interest and time in coordinating our Play Ground Project at Village of Hope.

As you are aware, Village of Hope has been in existence since 1983 and follows all rules and regulations set forth by the State of Minnesota in regards to a Non Profit Organization.

Due to the increase in family Homelessness, the new shelter was built and occupied in February of 2011. We assisted 72 families and 125 children in securing housing in 2011.

The Board of Directors, Staff and I look forward to working with your Rotarian club to coordinate and assist in all aspects of this project.

Thank You again for the time and effort you are bringing to this project to provide our most vulnerable clients with joy and a normal place to play and to "call home."

Warmest Regards,

*Sandy Hennum*

Exectutive Director

Village of Hope

525 Mississippi Ave

Bemdiji,MN 56601

218-751-0722



We Promote self worth and independence through the provision of temporary shelter and supportive services for families experiencing homelessness.  
Summer Newsletter 2012

Dear Friends,

What an amazing year 2011 has been filled with many challenges, plenty of hard work and an abundance of joys! Our services have been needed by many children and their families and in thanks to many generous donations, we've been here to help. As one of our guests so aptly put it, "no one wants to be here, but we're just glad there's a here to come to".

We served 125 children and 74 adults for a total of 6,528 days of residential care! Our dedicated and committed staff of advocates is embarking on "summer school" where we will delve into theories of the helping profession, develop strategic plans for our future and spend time in professional and personal development. We also have an intern with us for the summer that is diving into case management tasks with our families.

Why are people homeless? The two major factors for this area is lack of affordable housing and poverty.

Among industrialized nations, the United States has the largest number of homeless women and children. Not since the Great Depression have so many families been without homes. The statistics below are the best estimates of the extent of homelessness, but it is important to note that they are undercounts.

Homeless families comprise roughly 1/3 of the total homeless population. Approximately 1.6 million children will experience homelessness over the course of a year and in any given day; researchers estimate that more than 200,000 children have no place to live. In 2011, Village of Hope turned away 711 children due to lack of space.

When most of us think of summer, we think of family vacations, beach days and backyard barbeques. But for Village of Hope resident's summer continues to be a challenging time.

While the cold winter months bring their share of perils, summertime is just as difficult with its own dangerous weather conditions, and challenges to life's everyday struggles. We know that residents need our services year round. Homelessness and poverty does not take a vacation. Many families have given up HOPE, but, we provide a culture of acceptance and awareness that there is a better future waiting for our families.

What is HOPE?

H is for the happiness to know that you don't have to go it alone.

O is for the opportunity to achieve attainable goals.

P is for the perseverance to overcome barriers.

E is for expanded resources and support systems.

You can give the gift of HOPE to a family experiencing homelessness. Your contribution of \$ 2,000 will sponsor a family through our **Hope Builders** program.





We Promote self worth and independence through the provision of temporary shelter and supportive services for families experiencing homelessness.  
Summer Newsletter 2012

Your \$2,000.00 will provide the following services:

**Crisis Intervention & Short-Term Stabilization:** This phase includes helping families experiencing homelessness identify and access appropriate emergency shelter services and address crisis needs.

**24-Hour Emergency Shelter:** Families and pregnant women experiencing homelessness receive 24-hour emergency shelter at Village of Hope for up to 30 days. Extensions are available upon receipt of a landlord statement until move-in date for housing.

**Family Nutrition Program:** Three nutritionally balanced meals are served daily at Village of Hope for families residing in the emergency shelter program.

**Transportation Assistance:** Bus tokens are provided to access housing, employment, and medical appointments. Village of Hope is located directly on a public transportation line and is also within walking distance of the Beltrami County Community Service Center which houses the Beltrami County Department of Human Services, as well as the Bemidji Workforce Center.

**Case Management:** Village of Hope collaborates with Bi-CAP to provide weekly case management services in addition; advocates also provide ongoing case management. These services include, but are not limited to; assessment, referral to other housing assistance programs through Bi-CAP and HUD and other services in the community such as cash assistance, Food Support and the Workforce Center.

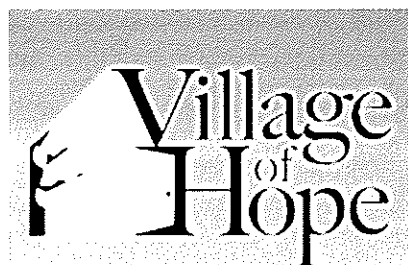
As a Builder of Hope, you will receive regular updates on progress regarding our program as families work for their future.

We are looking for 72 churches, individuals, families, organizations or businesses to join together and provide hope for families.

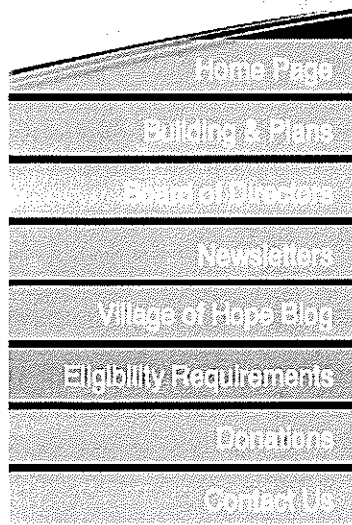
\*This is 166.67/Month or 38.50/week

Please consider providing hope for the future. It will be a lasting legacy!

If you are interested in learning more about homelessness in our community or would like to hear stories about our successes, please Call Sandy Hennum, Executive Director at 751-0722 Ext. 2 or email [hennum@villageofhopebemidji.org](mailto:hennum@villageofhopebemidji.org)



(218) 751-0722 • info@villageofhopebemidji.org • PO Box 1035, Bemidji, MN 56619

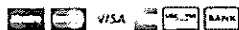


## ELIGIBILITY REQUIREMENTS

VILLAGE OF HOPE residents will be selected in accordance with the following eligibility criteria:

- The family unit must be homeless as defined by MHFA guidelines.
- The primary applicant must be at least 18 years old and either pregnant or have primary guardianship/custody of one or more dependent children ages 17 or younger.
- All qualified households whose income at the time of initial occupancy does not exceed 50% or greater of the statewide or area median household income as determined by HUD and adjusted for families of five or more.
- Extended family members residing with the family prior to application for shelter at Village of Hope will be included in the definition of the "family unit".
- The applicant must not be currently abusing alcohol or drugs.
- The applicant must be stable on psychiatric medications and prescribed medications for medical conditions and be willing to take them as prescribed.
- The applicant's criminal history will be reviewed on an individual basis. Certain offenses may result in denial of admission. These may include sexual offenses requiring the tenant to register with local officials, violent crimes against persons or property, assault, arson or destruction of property.
- The applicant must not pose a risk of serious harm to self or others.
- The applicant must express a definite and informed desire to enter the emergency shelter program, including actively participating in a housing search and case management program.
- The applicant must be willing to accept group living including:
  - A tolerance and respect for other shelter residents and staff,
  - A willingness to adhere to shelter rules,
  - A willingness to fully participate in maintaining the shelter and sharing cleaning and maintenance duties.
- If applicant is eligible for Group Residential Housing (GRH), the applicant must be willing to assist VILLAGE OF HOPE in verifying the requirements including documentation of:
  - Disability and/or chemical dependency,
  - Income and/or asset verification confirming applicant fits the requirements of the program.

Donate



United Way  
of Bemidji Area

## Intake Procedures

Clients or referents call the central intake number (218-751-0722). General questions are answered regarding eligibility, homelessness, and anticipated openings. Referents that are not able to be accommodated immediately are placed on an optional waiting list while every attempt is made to assist the referent in identifying an alternative shelter plan.

Upon vacancy of a family unit the waiting list is reviewed and families with the highest level of need are invited to participate in the application process. This process includes the opportunity to:



- a. View the facility.
- b. Review the terms of the agreement to participate in a housing search and case management.
- c. Review the resident rules.
- d. Sign releases of information to verify homelessness.
- e. Sign releases of information to verify income.

Homelessness is determined by utilizing a checklist for eligibility (see attached) and receiving the verification by a third party in writing, on the Minnesota Housing "Housing Status Verification/Referral Form" (see attached) whenever possible. In cases where no written independent verification is possible from a shelter, a case manager or other 3rd party, clients must complete and sign the Minnesota Housing "Housing Status Self-Certification Form" (see attached).

Once homelessness is verified, in writing, on the forms provided by Village of Hope, and exclusionary criteria are determined not applicable, applicants are forwarded to the Executive Director for review.

If an applicant is approved, they are accepted and will be allowed to move into Village of Hope. Once a room is available, the homeless advocates will coordinate a move-in date and time with the applicant.

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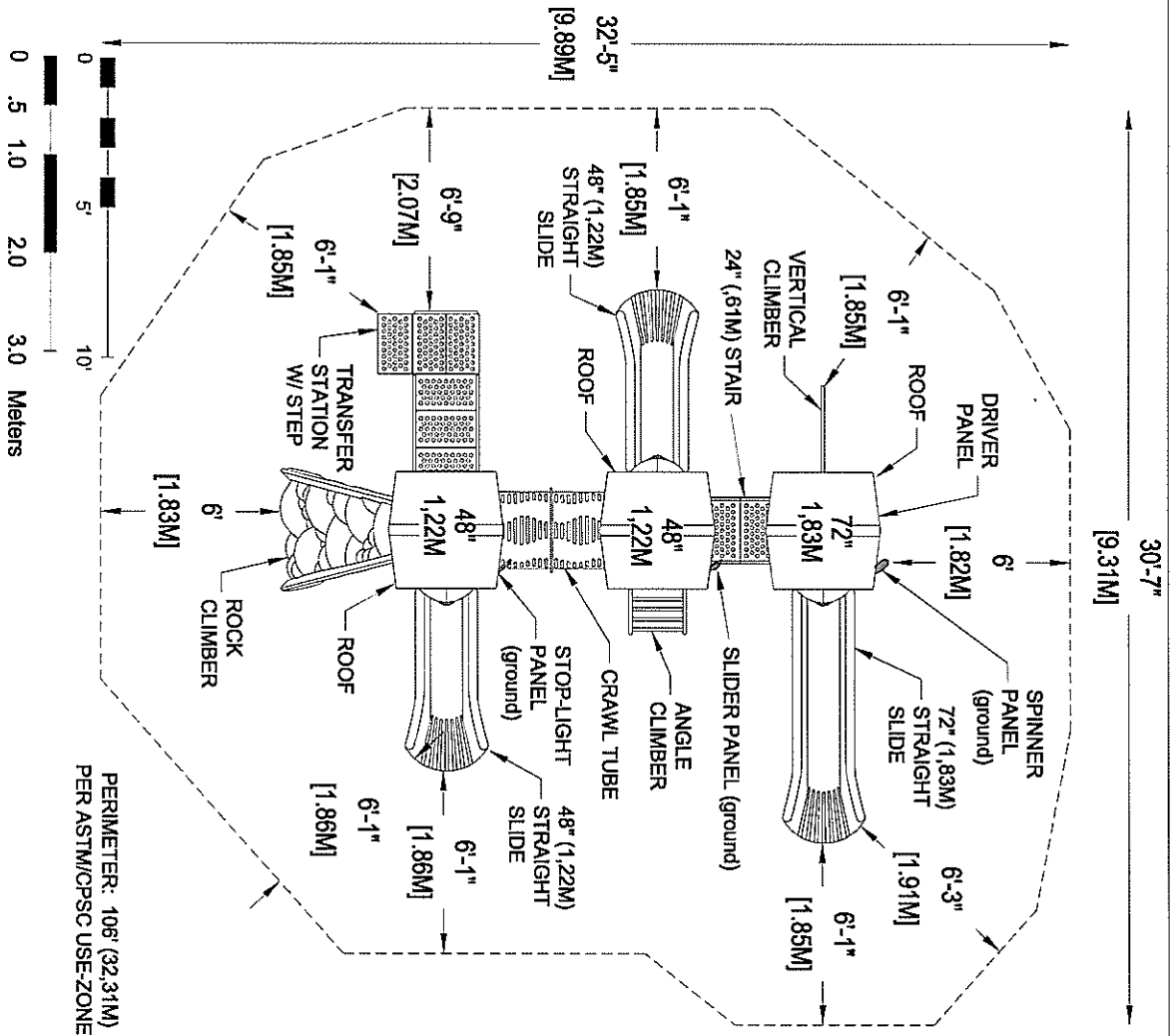
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Website and Hosting donated by Go Ask Rob



\*Playground Supervision Required



PROJECT NO: PSD-1104-FTD	REV: A	DATE: 2-DEC-11
SYSTEM: PLAY SIMPLE	SCALE: 1/4" = 1'-0"	DRAWN BY: CHIP ZECHMAN
SITE PLAN		

Playworld Systems, Inc.  
1000 Buffalo Road  
Lewisburg, PA  
17837-9795 USA

**PLAYWORLD**™

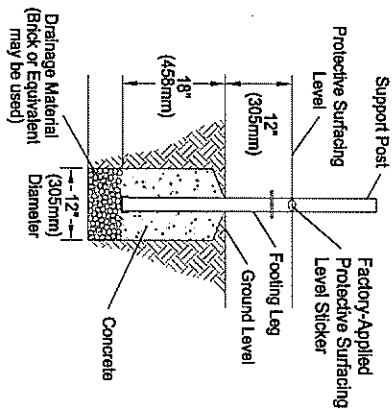
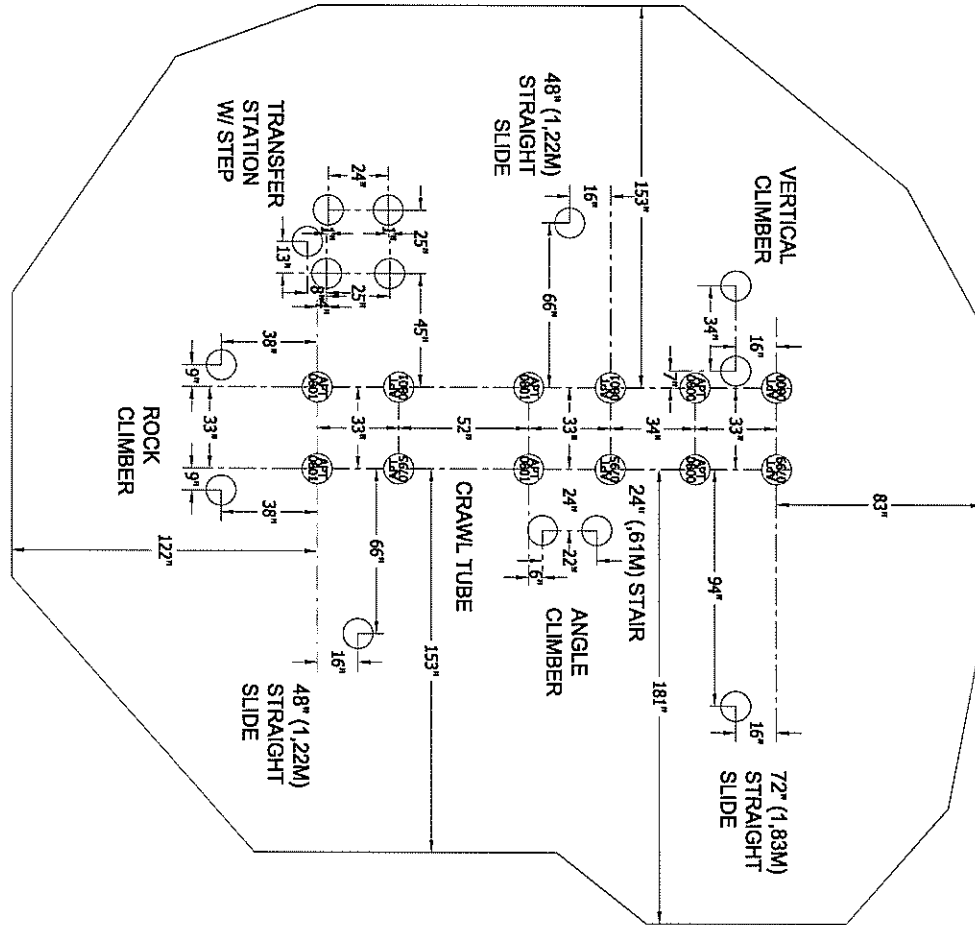
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# Village of Hope Bemidji, MN

## PLAYMAKERS / CHALLENGERS

\*Playground Supervision Required



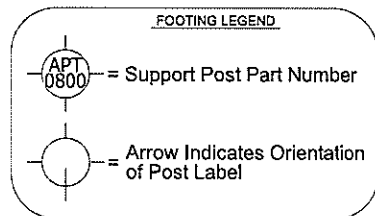
In-Ground Footing Detail

PROJECT NO: PSD-1104-FTD	REV: A	DATE: 2-DEC-11
SYSTEM: PLAY SIMPLE	SCALE: 1/4" = 1'-0"	DRAWN BY: CHIP ZECHMAN
FOOTING PLAN		

Playworld Systems, Inc.  
1000 Buffalo Road  
Lewisburg, PA  
17837-9795 USA

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**Village of Hope**  
Bemidji, MN

# Village of Hope

## Bemidji, MN



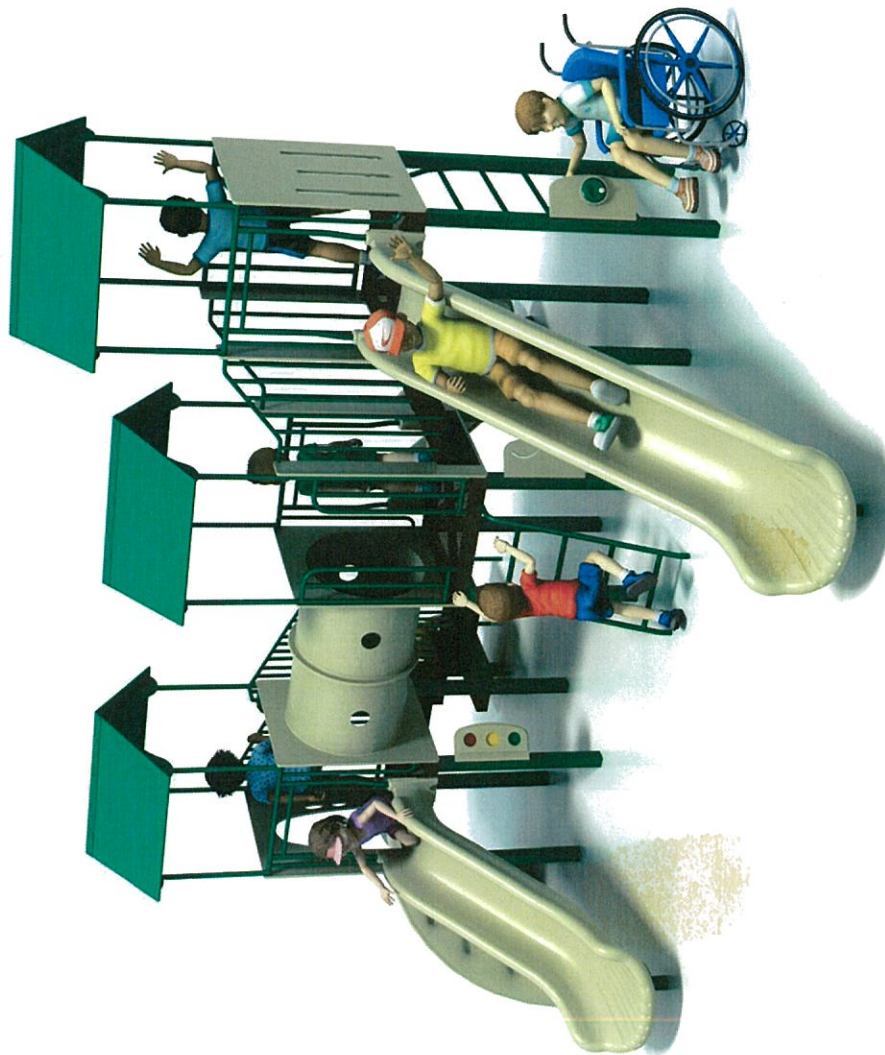
1000 Buffalo Road, Lewisburg, Pa 17837  
 phone 570.522.9800 • fax 570.522.3000 • 800.233.6404  
[www.playworldsystems.com](http://www.playworldsystems.com)

PSD-1104-FTD DIR



# Village of Hope

## Bemidji, MN



The world needs play.™

1000 Buffalo Road, Lewisburg, Pa 17637  
phone 570.522.9600 • fax 570.522.3300 • 800.233.8404  
www.playworldsystems.com



Design Number: PSD-1104-FTD  
PlaySimple® playscape layout per ASTM F1487-07 / CPSC #325 /  
CSA Z614-08

Weight: .....2156 lbs (978 kg)  
Length: .....187" (5.67 m)  
Width: .....20'5" (6.23 m)  
Height: .....13' (3.96 m)  
Installation Time: .....26 Hours  
Age Group: .....5-12 Years  
Use Zone L: .....307' (9.32 m)  
Use Zone W: .....325' (9.89 m)  
Number of Users: .....28  
Number of Play Events: .....11

Colors Shown:



The world needs play.™