

COMMUNITY SERVICE GRANT COVER SHEET

Rotary International District 6000, 2020-2021

(All information must be typed. All questions must be answered.)

Club Name:	Rotary Club of Harrisville	
Project Title:	Harrisville City Park Updates	
Area of Focus: (choose one)	<u>Community Development</u>	<u>Food/Agriculture</u>
	<input checked="" type="checkbox"/> A. General <input type="checkbox"/> B. Renovation <input type="checkbox"/> C. Disaster Recovery <input type="checkbox"/> D. Volunteer Services <u>Education</u> <input type="checkbox"/> E. General <input type="checkbox"/> F. Literacy <input type="checkbox"/> G. Volunteer Services	<input type="checkbox"/> H. General <input type="checkbox"/> I. Volunteer Services <u>Health</u> <input type="checkbox"/> J. General <input type="checkbox"/> K. Disease <input type="checkbox"/> L. Volunteer Services <u>Water</u> <input type="checkbox"/> M. Sanitation <input type="checkbox"/> N. Supply/Access <input type="checkbox"/> O. Volunteer Services
Project Synopsis: Give a brief summary of what will be accomplished. (Maximum of 30 words): To purchase and install park benches, a water fountain and shelter in City Park.		
Summary of Financing		
Club Contribution (from line 7a)	\$3,000	
Requested Amount (from line 7b)	\$3,500	
Total Project Cost (from line 7c)	\$6,500	
If not fully funded, is this project still feasible?	Yes	
If yes, please explain. We will attempt to gain more funding from donations and will have fewer benches if needed.		

COMMUNITY SERVICE GRANT APPLICATION

Rotary International District 6000, 2019-2020

(All information must be typed. All questions must be answered.)

1. Rotary Club of _____ Harrisville _____.

2. Describe the project, its location, and its objectives.

We will install a small park shelter, three benches and a water fountain in the Harrisville city park.

Estimated project start date: March 1, 2021

Estimated project completion date: March 15, 2021

3. Describe how the project will benefit the community or improve the lives of the less fortunate.

The shelter, benches and water fountain will allow the park visitors who are already using the park to sit and talk in the newly created shade, and also to have access to drinking water for them and their pets. The parks department of Harrisville has studied park activity and report that 50-80 people use the park on a daily basis from spring through fall. However, these park visitors have responded to surveys stating that they leave the park after a short time as there is a lack of seating, shade and water. This project will allow these park visitors to stay longer in comfort and have water available.

4. Describe Rotarian participation in this project.

Describe non-financial participation by Rotarians in the project (i.e., Rotarian activities). If sweat equity is a part of your budget, please include here an estimation of the total number of hours of sweat equity contributed to the project and the cash equivalent value. Sweat equity hours may not include fundraising efforts and must be hands-on contributions to the project. For example, sweat equity includes activities such as sorting supplies, planting trees, building playground equipment and other such work.

Harrisville Rotarians will prep the ground for the concrete pad, install the concrete pad under the shelter, assemble and install the shelter and install the benches. 20 of our 31 club members will assist in the assemble and install process. We anticipate this will take approximately 100 hours total. We will not install the water fountain, the city of Harrisville will do that.

4a. Estimated number of hands-on hours contributed by Rotarians: 100

4b. Sweat Equity contributed by Rotarians (Line 4a x \$7.25): \$725.00

5. Project contacts.

The club must appoint a committee of at least three Rotarians to oversee the project. The committee members must be committed for the duration of the grant process. Please provide the primary mailing and email address for all committee members. The primary contact will receive all official communication from District 6000 and should be prepared to disseminate this

information to the other committee members.

Primary Contact	
Name:	Paul Harris
Address:	123 Main St
City/State/Postal code:	Harrisville, IA
E-mail:	Paul.Harris@gmail.com
Home phone:	012-719-4700
Office phone:	Click here to enter text.

Project Contact #2	
Name:	Gustavus Loehr
Address:	2231905 Main St
City/State/Postal code:	Harrisville, IA
E-mail:	GusGus@gmail.com
Home phone:	018-101-8640
Office phone:	Click here to enter text.

Project Contact #3	
Name:	Silvester Schiele
Address:	711 Ruggles Rd
City/State/Postal code:	Harrisville, IA
E-mail:	Silvester@gmail.com
Home phone:	019-041-8680
Office phone:	Click here to enter text.

6. Project budget

Include a complete itemized budget for the entire project. Quotes from the supplier or other cost documentation must be attached for each item.

Budget item	Name of supplier	Quantity	Price	Extended Price
Park Shelter	IKEA	1	\$2,000	\$2,000
Park Benches	Benches4You	3	\$700	\$2,100
Pet friendly water fountain	Fountains.com	1	\$2,000	\$2,000
Concrete	Harrisville	1	\$300	\$300

	Hardware			
Rotary Sign	RotaryStuff.com	1	\$100	\$100
			Total	\$6,500

7. Source of funding.

Please remember that sweat equity is not a way to pay for services or purchases and be sure to budget appropriately. If you are using sweat equity, please fill out both columns below. If you are not using sweat equity, you only need to fill out the cash activity column.

Source	Amount CASH ACTIVITY	Amount TOTAL ACTIVITY (if using sweat equity)
Club Funds – Cash contribution:	\$3,000	\$3,000
Club Funds – Sweat Equity: (From 4b above):	-0-	\$725
7a. Total Club Contribution:	\$3,000	\$3,725
7b. Third party (non-Rotarian) contribution:	0	0
7c. District Funds Requested:	\$3,500	\$3,500
7c. Total Commitment to the Project (7a+7b+7c):	\$6,500	\$7,250

8. Ownership of equipment, materials, or supplies.

a. Items purchased with grant funds may not be owned by a Rotary club. Who will own any equipment, materials, or supplies purchased with grant funds?

The park shelter, benches and water fountain will be turned over to the city of Harrisville.

b. Who will be responsible for maintenance of items purchased with grant funds?

City of Harrisville

9. How will the general public know this is a Rotary Foundation sponsored project?

There will be a small plaque inside the shelter naming the Rotary Club of Harrisville and The Rotary Foundation as providing the shelter, benches and water fountain.

10. Cooperating organizations

If the project involves a cooperating organization, please provide the name of each organization below and attach a letter of participation from each organization that specifically states its responsibilities and how Rotarians will interact with each organization in the project. By signing this application the Rotarian sponsor endorses the organization as reputable, responsible, and acting within the law. Please note that the beneficiary organization is not a cooperating organization.

Name(s) of Cooperating Organization(s):

None

11. Document retention plan.

Retain all documents required by the club MOU in a location that is known and accessible to more than one person. All original documents related to grant-funded expenditures, including receipts, must be retained for a minimum of seven (7) years after the project is closed. It is recommended each committee member maintain a copy of all documents to ensure that the club's activities can continue uninterrupted in the case of fire or other catastrophe. A copy should also be kept in the official club documents, such as with a club secretary. Describe your club's document retention procedures.

Scans of invoices, receipts, check images and bank statements will be kept in electronic format by all three of the contacts and be kept with the club documents by the treasurer. These will all be tagged with a note to keep for at least seven years after the date the final grant report is accepted as complete.

12. Check List

Please review your application carefully for each item listed below. If you mark No to any of the following questions please review your application and make any necessary corrections.

Item for review	Yes	No
Is your grant request for \$5,000 or less?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is your club providing at least \$1 of cash (or sweat equity equivalent) contribution for each \$1 of grant funds requested?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If sweat equity is used, is it no more than one-half of the club's contribution?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are suppliers' estimates attached to your application?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If a cooperating organization is involved, is a letter of support attached?	<input type="checkbox"/>	<input type="checkbox"/>
Has your club filed the final report on all previous D6000 Community Service Grants? The final report must be filed AND accepted before grant funds can be distributed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has your club entered the annual fund goal, polio goal AND membership goal into the RI system? This must be done to receive grant funds.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have all numbers on this application been double checked for typos and mathematical accuracy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

13. Authorizations.

The Rotary club involved in this project is responsible to District 6000 and The Rotary Foundation for the conduct of the project and for reporting on it. The signatures on the application confirm that the sponsors understand and accept that responsibility. The signatures of the sponsors also affirm that all information in this application is true and accurate, to the best of their knowledge.

13a. Final Report Requirement

The sponsoring club is required to complete and submit a final report to the DG Committee in a timely manner. The primary contact is responsible for completion of this task. Please have the primary contact sign below acknowledging responsibility for completing and submitting this report.

Name of primary contact:	Paul Harris
Signature of primary contact:	<i>Paul P. Harris</i>
Date:	5/1/2020

13b. Club President's and President-Elect's Authorization

As president of the Rotary Club of ____ **Harrisville** _____, I hereby affirm that the club has voted to undertake this project as an activity of the club.

Name:	Gustavus Loehr
Signature:	<i>Gustavus Loehr</i>
Rotary Year of Service:	2020-2021
Date:	5/1/2020
Phone:	018-101-8640
E-mail:	GusGus@gmail.com

As president-elect of the Rotary Club of ____ **Harrisville** _____, I hereby affirm that the club has voted to undertake this project as an activity of the club.

Name:	Silvester Schiele
Signature:	<i>Silvester Schiele</i>
Rotary Year of Service:	2021-2022
Date:	5/1/2020
Phone:	019-041-8680
E-mail:	Silvester@gmail.com

Applications must be received by the Chair of the D6000 DG Committee **by June 1, 2020**. Late or incomplete applications **WILL NOT** be considered. You must submit your application as a single PDF file by **email to d6000csg@gmail.com** by June 1, 2020.

For any questions or concerns, please contact us via either d6000csg@gmail.com or via the contact information below.

Norlan Hinke, Chair
D-6000 DG Committee
512 Silver Creek Road
DeWitt, IA 52742
Norlan.Hinke@gmail.com
(563) 219-5020 (Cell)

Todd Wheeler, Member
D-6000 DG Committee
4490 NW. 166th St
Clive, IA 50325
wheelet1@gmail.com
(515) 344-1476 (Cell)