**COMMUNITY SERVICE GRANT FINAL REPORT Rotary International District 6000**

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

 **2022-2023** Click here to enter text.

**2023-2024** Click here to enter text.

**Rotary Club of** \_ Click here to enter text.\_\_.

**Project Title:** \_\_Click here to enter text.\_\_\_.

**1. Describe the project. What was done, when, and where did the project activities take place? If this is a progress report, what remains to be done?**

Click here to enter text.

**2. How many people benefited from this project?**

Click here to enter text.

**3. Who were the beneficiaries, how were they impacted by this project, and what humanitarian need was met?**

Click here to enter text.

**4a. How many Rotarians participated in the project?** \_\_Click here to enter text.\_\_

**4b. How many hours did these Rotarians contribute to the project**? \_\_Click here to enter text.\_\_

**5. What did they do? Please give at least two examples, but do not include financial support provided to the project.**

Click here to enter text.

**6. If a cooperating organization was involved, what was its role?**

Click here to enter text.

**Financial Report**

Clubs must document payment of all funds related to this project. Receipts relating to project expenses must show payment has been made; invoices showing an outstanding balance are not acceptable. Submit copies of all such receipts with this report. Clubs must retain copies of all such receipts for at least seven years.

**7. Income**

|  |  |
| --- | --- |
| **Sources of Income** | **Amount** |
| 1. District Grant funds received from District 6000 | Click here to enter text. |
| 2. Rotary Club funds | Click here to enter text. |
| 3. Other funds (specify donor): | Click here to enter text. |
| Total Project Income (MUST equal Total Project Expenditures) | Click here to enter text. |

**8. Expenditures** (please be specific and add lines as needed)

|  |  |  |
| --- | --- | --- |
| **Budget Item** | **Name of Supplier** | **Amount** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
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| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Total Project Expenditures (MUST equal Total Project Income) | Click here to enter text. |

**Certifying Signature**

By signing this report, I confirm that to the best of my knowledge these District Simplified Grant funds were spent only for eligible items in accordance with Trustee-approved guidelines, and that all of the information contained herein is true and accurate. I also understand that all photographs submitted in connection with this report will become the property of RI and will not be returned. I warrant that I own all rights in the photographs, including copyright, and hereby grant RI and TRF a royalty free irrevocable license to use the photographs now or at any time in the future, throughout the world in any manner it so chooses and in any medium now known or later developed. This includes the right to modify the photograph(s) as necessary in RI’s sole discretion. This also includes, without limitation, use on or in the web sites, magazines, brochures, pamphlets, exhibitions and any other promotional materials of RI and TRF.

Certifying Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print name, Rotary title and Club: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please submit your report as a single PDF file by email to d6000csg@gmail.com

For any questions or concerns, please contact us via either **d6000csg@gmail.com**and Gretchen and Todd’s email below.

Gretchen Nollman, Co-Chair

319-5441-1462 (cell)

Gretchen.nollman@gmail.com

Todd Wheeler, Co-Chair

wheelet1@gmail.com

(515) 344-1476 (Cell)