

Rotary International District 7090
District Grant Final Report Form and Cheque Requisition, 2017-18

District Grant # #DG1861648
District Club Grant Number: DG_____

Return this form to the District 7090 District Grants Chair, Sandie Yeater **Preferably by email to: sanyeater@gmail.com**.
 Alternatively by mail to Sandra Yeater, 40 Spicebush Lane, Williamsville, NY 14221. **This form is due the earlier of two months after the project completion date or May 1, 2018.**

Rotary Club: _____ **District Grant Number:** _____

Project Start Date: _____ **Project Completion Date:** _____

Your answers to the questions in this report will help us measure Rotary's impact in the world, publicize your successful activities, and document your good stewardship practices. Thank you for taking your time to complete this report carefully and accurately.

Project Description:

1. Briefly describe the project. What was done, when and where did the project activities take place and who were the beneficiaries? (If available, please attach media reports relating to the project.)
2. How many Rotarians participated in this project? What did they do?
3. How many non-Rotarians benefited from this project?
4. What are the expected long-term community impacts of the project?
5. If a Rotary Club outside of District 7090 was involved, or co-operating organization was involved, what was their role?

Financial Report:

Expenditures

Item purchased	Name of supplier	Cost \$

TOTAL (identify currency) _____

Exchange Rate Used (as per Rotary International Exchange Rate) _____

Total in US\$ (A) _____

Project Funding

District 7090 Club contribution	
Host club contribution (club outside of District 7090, if applicable) Or Co-operating Organization contribution, if applicable	
Other Funding (please specify)	

Total in US\$

(B) _____

Total grant funds requested from District 7090

(A) – (B) =

(C) _____ **

(** Maximum amount matched is 1:1 of the District 7090 club contribution to a maximum of US\$2,000)

Attach a copy of the relevant records relating to this project.

• ***Proof of expenditure, minimum requirements include:***

- *Copy of vendor's invoice(s) indicating that it was paid.(Provide translations if not in English)*
- *Copy of cancelled cheques (both sides), credit card statements, bank drafts, etc. that match to the invoice(s) paid.(Provide reconciliation where applicable)*
- *Copy of club bank statement indicating withdrawal of funds from the club's bank account.*

Club Certification

By signing this report, we confirm that to the best of our knowledge these District Grant funds were spent only for eligible items in accordance with Trustee-approved guidelines as stated in our original grant application, that our Club has complied with the requirements of the Memorandum of Understanding (“MOU”) and the Addendum MOU with District 7090 and that all of the information contained herein is true and accurate.

District 7090 Club Primary Contact's Signature

Print Name

Date

2017-2018 Club President's Signature

Print Name

Date

District 7090 Approval

District 7090 District Subcommittee Chair's Signature

Print Name

Date

District 7090 Director, The Rotary Foundation Committee's Signature

Print Name

Date