**Rotary International District 7090**

**District Grant Final Report Form and Cheque Requisition, 2019-20**

**District Grant #**DG2095495

**District Club Grant Number:**

Return this form to the District 7090 District Grants Chair, Paul Saskowski: **Preferably by email to:** **pdsas@rochester.rr.com****. This form is due the earlier of two months after the project completion date or May 1, 2020.**

**Rotary Club: District Grant Number:**

**Reimbursement Requested:**

**Primary contact: E-mail:**

**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?
6. Was the project completed in its entirety as originally proposed or were changes necessary to be made?  Please describe any adjustments to the original proposal that were made in order to complete the project.”

**Financial Report:**

***Expenditures***

|  |  |  |
| --- | --- | --- |
| **Item purchased** | **Name of supplier** | **Cost****$** |
|  |  |  |
|  |  |  |
|  |  |  |

 **Total (Identify Currency) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Exchange rate used (as per Rotary international Exchange rate) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Total in US Dollars (A)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Project Funding***

|  |  |  |
| --- | --- | --- |
| **District 7090 contribution** |  |  |
| **Host club contribution (club outside District 7090)** | **If applicable** |  |
| **Other Funding** | **Please Specify** |  |
| **Other Funding** | **Please Specify** |  |

 **Total In US Dollars (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 3000 Dollars US**

**Attach a copy of all relevant records relating to this project.**

**Proof of expenditure requirements include:**

* **Copy of vendor’s invoice(s) indicating it was paid. (provide translation if not in English).**
* **Copy of Cancelled cheques/checks (both sides), credit card statements, bank drafts, etc. that match invoices paid. Provide reconciliation where applicable.**
* **Copy of club bank statement indicating club funds withdrawn from the Club’s 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. Our club complied with the requirements of the memorandum of Understanding (MOU) and the Addendum MOU with District 7090. We certify all the information contained herein is true and accurate.**

***District 7090 Club Primary Contact Signature Print Name Date***

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# District 7090 Club President Print Name Date