|  |  |  |  |
| --- | --- | --- | --- |
| District Grant Year  | 2023-24 |  Individual Project Report # |  |

To be completed by Rotarians. Return this form to your District.

|  |  |
| --- | --- |
| Rotary Club: |  |
| Project Title: |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Progress Report  | **X** | Final Report |

###### **Project Description**

1. Briefly describe the project. What was done, when and where did project activities take place, and who were the beneficiaries?

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|  |  |
| --- | --- |
| 2. How many Rotarians participated in the project? |  |

3. What did they do? Please give at least two examples.

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| --- | --- |
| 4. How many non-Rotarians benefited from this project?  |  |

5. What are the expected long-term community impacts of the project?

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|  |

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

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|  |

###### **Financial Report** *(District must retain receipts of all expenditures)*

7. Income Amount

|  |  |
| --- | --- |
| 1. District Grant funds Approved (to be received from the District) |  |
| 2. Other funding (specify) |  |
| 3.  |  |
| **Total Project Income**  |  |

8. Expenditures (please be specific, include receipts & check copies and add lines as needed)

|  |  |
| --- | --- |
| 1.  |  |
| 2.  |  |
| 3.  |  |
| 4.  |  |
| 5.  |  |
| 6.  |  |
| 7.  |  |
|  **Total Project Expenditures**  |  |

9. 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. Receipts for all grant-funded expenditures have been provided to the district.

|  |  |  |  |
| --- | --- | --- | --- |
| Certifying Signature |  | Date: |  |
| Print name:  |  |

 Rotary title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Rotary Club: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Rotary Club Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This is where we will mail your check.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#7 & #8 Need to be totaled and EQUAL

This report MUST be accompanied by copies of all expenditure receipts, AND pictures of the project, to be considered complete.

This report with all attachments is to be emailed to:

 grants@rotary7190.org

**DUE ON OR BEFORE AUGUST 31, 2024**