

DISTRICT 6290 THIRSTING TO SERVE GRANT APPLICATION

Clubs should apply for a THIRSTING TO SERVE Grant if the project is designed to provide clean water in an area where it is currently inaccessible or difficult to access, or the project is directly related to improving water quality.

THIRSTING TO SERVE APPLICATIONS MUST MEET THE FOLLOWING REQUIREMENTS:

- Demonstrates the wishes of receiving community and an understanding and appreciation for the receiving country's traditions and culture.
- Includes the direct involvement of Rotarians to oversee and implement project and expenditures.
- Submit a final report within 2 months after project completion.

Prohibitions: Grant funds cannot be used for:

- Reimbursement of existing projects
- Construction or renovation of buildings (bricks and mortar projects)
- Salaries, stipends, or honorariums
- Operating expenses of another organization
- Personal or professional development

Reporting:

- Sponsor Club must submit a Project Report to the District 6290 Thirsting to Serve Committee within 2 months of completion of project. Use the "Thirsting to Serve Grant Report", appended.

Check List:

- ❑ Complete this Thirsting to Serve Grant Application with full, detailed explanations of each item and signatures.

- ❑ By submitting this application, your club is agreeing to submit a final project report to Thirsting to Serve, due within **2 months** after project is complete.

- ❑ Your application must contain:
 - Name and number of Sponsoring Club(s)
 - Name and number of Partnering Club, if applicable.
 - Name of cooperating (non-Rotary) organization(s), if applicable.
 - Amount requested from Thirsting to Serve
 - Amount committed by any/all Sponsoring club(s) and Partnering Club(s)
 - Detailed Budget which totals amount committed and requested by all clubs and organizations cooperating on project
 - Complete and accurate description of project purpose and measurement
 - Complete description of how Partner/Partnering club will manage, report and promote project in project country
 - Letters on letterhead of any partnering clubs and/or organizations if committing funds (letter must contain amount of contribution, signature of authorized representative and contact information).

- ❑ Project must meet following requirements:
 - Demonstrates wishes of receiving community and understanding and appreciation for receiving country's traditions and culture.
 - Includes the direct involvement of Rotarians to oversee and implement project and expenditures.
 - Submit a final report within 2 months after project completion.

Submit completed application to:

Virginia Ryan, Secretary, Thirsting to Serve
VRSpringLake@yahoo.com
14134 Garfield St.
Spring Lake MI 49456

DISTRICT 6290 Water Project Grant Application

Sponsoring Club: _____ **Total Project Cost (in US\$):** _____

Sponsoring District: 6290 **Exchange rate used:** US\$ _____

Date of Funding Request: _____ **Project Completion Date:** _____

1. PROJECT TITLE: _____

2. PROJECT LOCATION **Country:** _____ **City/locality:** _____

3. NUMBER OF PEOPLE DIRECTLY BENEFITING FROM PROJECT: _____

4. INTERNATIONAL CLUB PARTNER, if applicable: _____

5. PROJECT FINANCING:

Source:	Amount:
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Thirsting to Serve _____	_____
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Sponsoring Rotary Club _____	_____
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Other Rotary Clubs/organizations:

_____	_____
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_____	_____
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_____	_____
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_____	_____
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Total (should equal total project cost)	_____
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6. PROJECT DESCRIPTION

Please provide the following information about your project, in the order listed below.

a. Project Overview – describe what you will do and why

b. Provide detailed information regarding the project and its beneficiaries.

How many non-Rotarians will benefit from this project? _____

How will they be helped?

How will they participate in the implementation of this project?

How has the project provided community members with specific skills or knowledge that will allow them to help themselves?

c. If a cooperating organization is involved, what is its role? What will they do?

d. Project outcome and sustainability. What criteria will you use to demonstrate the project's successful implementation? How will you assure project sustainability?

e. How many Rotarians will participate in the project? _____ How will they participate?

7. COOPERATING ROTARY CLUBS and/or ORGANIZATION(s):

Attach letters from authorized representative(s) of each organization. These letters should describe the financial and other commitments of the organization.

8. BUDGET (retain receipts of all expenditures for final report)

Items Purchased/Project Expenses	Cost (in US \$)
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Total funds to be expended in US\$ _____	

9. SIGNATURES: *(Sign and print names below)*

Sponsoring Club President - Signature:	Name (Please Print)	Date
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Person responsible for final report - Signature:	Name (Please Print)	Date
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1. List any attachments to this application below:

- A. _____
- B. _____
- C. _____
- D. _____

Thirsting to Serve Final Report :

Instructions

- Progress reports are required every 12 months, and a final report is required within two months of the full expenditure of grant funds.
- If the original award exceeded \$25,000, an Independent Financial Review is also required every 12 months, and within two months of the full expenditure of grant funds.
- Keep a copy of each report for your records, along with receipts for all expenditures, for a period of at least 3 years following closure of the grant.
- Do not send receipts to T2S unless requested.
- If T2S funds were used to fund more than one project, complete a copy of the Individual Project Report for each project.
- For consistency purposes, please use only one currency for the whole report. Normally this will be US dollars.
- For final reports: If there are unexpended funds, these must be returned to T2S for credit back to the District's account.

THIRSTING TO SERVE
Final Report

Rotary Club: _____

Project Title: _____

Progress Report 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? Did the project meet its objectives. If not, how and why did it fail?

2. How many Rotarians participated in the project? _____

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

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

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

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

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

7. Income

Amount

1. Thirsting to Serve funds received from the District	
2. Other funding (specify)	
3.	
Total Project Income	

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

1.	
2.	
3.	
4.	
5.	
6.	
Total Project Expenditures	

9. By signing this report, I confirm that to the best of my knowledge these District 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 secured by the club. I also understand that all photographs submitted in connection with this report will become the property of the District and will not be returned. I warrant that I own all rights in the photographs, including copyright, and

hereby grant the District a royalty free irrevocable license to use the photographs now or at any time in the future.

Certifying Signature _____ Date: _____

Print name, Rotary title, and club

Submit completed interim/final report to:

Virginia Ryan, Secretary, Thirsting to Serve
VRSpringLake@yahoo.com
14134 Garfield St.
Spring Lake MI 49456