

Rotary District 5610 Grant Final Report

To be completed by Rotarians. Grant projects must be completed within 24 months of receiving the grant award. Final grant reports are due as soon as the grant project is completed and no later than 60 days following project completion. Upload signed report to the project on www.matchinggrants.org.

1. Basic Information (same as in matchinggrants.org)

Grant # P-2684 (Assigned by www.matchinggrants.org)

5610 Grant **CAP Grant**

Lead Rotary Club: Brookings

Participating Rotary Clubs: Brookings Rotary Club

Project Title: Brain Game

2. Briefly describe the project.

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

We have ordered a total of 400 Brain Game booklets from the La Crosse WI Rotary Club – Brain Game which were delivered to the Janssen home. Larry and Marcia Janssen placed Brookings Rotary logo stickers in each book and delivered the books to the Brookings Hospital – 120 books in Dec. 2018, 160 books in April 2019 and 140 books in September 2019. The books will be distributed by Brookings Hospital OB staff to the mother of each baby born at the Brookings Hospital beginning Jan. 1, 2019. We received a total of 400 copies of English language books and 20 additional Spanish language books. The 20 Spanish language books were received gratis from the LaCrosse Brain Game Project. More than 400 mothers of new born babies will receive a copy of the Brain Game book for their use.

What Area(s) of Focus did this project fulfill? (Optional for CAP Grant.) Check all that apply.
This may be different than that initially entered into matchinggrants.org and should represent analysis of actual results of the project.

Peace & Conflict Resolution/Prevention

Disease Prevention & Treatment

Water & Sanitation

Basic Education & Literacy

Economic & Community Development

Maternal & Child Health

3. Participation

How many Rotarians participated in the project and how many person-hours did they spend? Also how many people participated in total and total person-hours were contributed to this project? *(needs to be actual numbers)*

of Rotarians: 4

Rotarian-Hours: 35 of direct time on project including 10 hours of grant writing / reporting time

Total Participants: 6 plus other OB staff

Total Person-Hours 75 hours including 35 Rotarian hours and 40 hours from Mary Schwaegerl, OB admin.at Brookings Hospital, other OB staff, and from Sarah Schneider, Brookings Health System Foundation.

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

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Two Rotarians took care of ordering a total of 400 Brain Game books in three different batches, putting the Brookings Rotary logo sticker in each book, and helped deliver the books to the Brookings Hospital. Two other Rotarians took care of all publicity related items (photos, writing articles for newsletters, local news papers, and social media (such as Facebook). Participants from the Brookings Hospital and Brookings Health System Foundation (Mary Schwaegerl, OB director, other OB staff, and Sarah Schneider, BHS Foundation) handled the delivered Brain Game books and distributed a book to each mother. They also took time to explain the purpose and organization of the book. We estimate the minimum time spent with each mother on this activity was 6 minutes for a total of 40 person hours by Brookings Health System staff.

5. How many non-Rotarians benefited from this project? (needs to be an actual number)

The Brain Game booklets are distributed to mothers of babies born at the Brookings Hospital from Jan. 1, 2019 through March / April 2020. A total of 407 books were distributed including a few Spanish language books sent to us from the LaCrosse Wisconsin Brain Game Project.

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

The principal beneficiaries are the nearly 400 families that will receive this book for their use with their newborn child. The Brain Game book is designed as a how-to guide for parents / caregivers raising their child from birth to three years of age. The book is divided into five sections based on the child's age. Each section provides tools to track child progress, provide development stage charts, and activities developed by physicians can positively change their child's life. Actual impacts depend on mother / caregiver use of the material in the book.

7. If a cooperating organization was involved, please identify it and describe the role it played.

Mary Schwaegerl, director of the obstetrics unit of the Brookings Hospital, is providing the necessary means for distributing the Brain Game booklet after the mother is discharged from the hospital and returns a few days later for a mandatory check-up. The Brookings Health System Foundation works with the Brookings Hospital on many projects together, including this one.

The remaining portion of this project was an evaluation of the Brain Game booklet by hospital staff and from some parents receiving the Brain Game book. This evaluation was done in February and early March 2020. Completion of a one-page written survey instrument was used. It contained questions on respondent reading and use of material in each of six sections of the 71 page Brain Game book from the new born section to the 2-3 year old child section of the book. The survey was completed by the appropriate hospital staff working with the mothers. However, privacy protocols of the hospital made it almost impossible to get direct written responses from most of the mothers. Only a few mothers attending 'baby cafe' – a new mother support group - in February and early March 2020 completed the survey. However, responses from hospital staff included comments reflecting some of the mothers opinions.

Essential preparation by the Brookings Hospital for the COVID-19 pandemic affected many activities including delays in completing this project. The hospital staff needed to: (1) direct all of their time and energy to their most essential health care tasks, and (2) design / implement completely new work and health related protocols so the Brookings Health System could cope with any spikes in COVID-19 virus attacks, especially on the vulnerable patients and staff of the hospital.

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We received the survey instruments in early May. The survey results indicated the material in the Brain Game book was considered very useful by all that read the chapter materials. Five of nine respondents read all of the book chapters, two had read the chapters covering newborn to one-year old children, and two did not read any materials. Several respondents volunteered comments that most mothers would greatly prefer to read material from their phone apps instead of book material. Our hospital contacts suggested the material is very useful, but only if mothers would read the material and use the book as a resource. Both suggested that Brookings Rotary and Brookings Health System should explore other education / health partnership opportunities in the future. The impact of COVID-19 is already changing priorities of the Brookings Health System

Financial Report

8. **Income** (rounded to the nearest whole dollar)

Source	Amount
District grant funds received	\$ 2250
Club Funds	\$ 2250
Other Income (Specify)	\$ 0
Click here to enter text.	\$
Click here to enter text.	\$
Click here to enter text.	\$
Total Project Income	\$ 4500

9. **Expenses** (rounded to the nearest whole dollar)

Please be specific and add an additional sheet as needed. All expenditures must be supported by documentation.

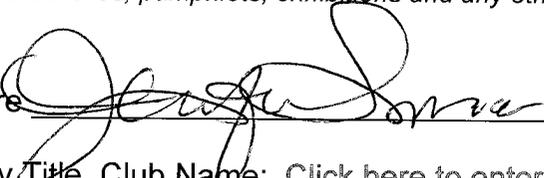
Attach scans of receipts or paid invoices with final report and retain originals.

Amount

400 Brain Game booklets	\$ 4000
Shipping / mailing costs	\$ 213
Printing 400+ Brookings Rotary stickers	\$ 77
Click here to enter text.	\$
Click here to enter text.	\$
Subtotal from additional sheets:	\$
Total Project Expenses (MUST MATCH TOTAL PROJECT INCOME!)	\$ 4290

10. Certification

By signing this report, I confirm that to the best of my knowledge these 5610 or CAP Grant funds were spent only for eligible items in accordance with TRF and District-approved guidelines, and that all of the information contained herein is true and accurate. Copies of receipts for all grant-funded expenditures have been provided to the district. 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 District 5610, 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: 6/9/2020

Print Name, Rotary Title, Club Name: [Click here to enter text.](#)

Jennifer Soma, President

5610/CAP (Community Assistance Program) Grant Report Checklist

*This checklist is provided for assistance in completing the report; do not return with report.
Suggestion: if report #1 is a progress report, save and write it so that you can simply update for the final report.*

- Fill in grant number, check if 5610 or CAP grant
- The report is normally filled out by the lead Rotary Club and copies given to any participating clubs by the lead club.
- List any participating clubs, districts, or district committees.
- Item 1. List what was done and list beneficiaries. Note any changes from the grant application.
- Items 2 & 3. Complete as appropriate. An actual number is needed for how many Rotarians participated. Be sure to include those who planned and did background work.
- Items 4 & 5. Be sure to use an actual number for the number of beneficiaries. A 'best guess' estimate is fine, but we do need an actual numeric number.
- Item 6. Name the cooperating organization and what they have done for the project.
- Items 7 & 8 Financial Report. List expenses and income for the project. The Totals MUST match.
- Include copies of receipts.
- If returning unused District Grant Funds:
 - Note as a negative line item in item 7 – Income, titled, 'Unused District Grant Funds – Returned'.
 - Contact Grant Subcommittee Chair (listed below) to let them know and get proper address to send check.
 - Send a check for the returned amount made out to Rotary District 5610 to address provided.
- Document your project with photos, optional but encouraged.
- Consider writing an article to showcase your project for the District newsletter.
- Keep project documents for five years following project completion. You may want to consider adding a yearly update to your project files to document that the project is being monitored by Rotarians and is functioning as designed. These can be entered as a History log entry for the project in www.matchinggrants.org.
- Print, sign, scan and upload under Documents Tab in the Administration Area for your project in www.matchinggrants.org. If the person filling out the final report is not already associated with the project on the website, please contact the club member who created the project or the District Grant Subcommittee Chair to be added to the project:

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