



The Rotary Foundation – Rotary District 5610

5610/ CAP Grant Application *(check one)*

Maximum CAP Grant Amount: \$1000

1. Basic Information (Should match information in matchinggrants.org).

Grant # P-2980 *(Assigned by www.matchinggrants.org)*

Lead Rotary Club: Brookings, SD

Participating Rotary Clubs: [Click here to enter text.](#)

Project Title: Park Musical Instruments

Project Summary

In celebration of Rotary's 100th Anniversary in Brookings in 2020, the club will place a Musical Instrument Station in a public park area to thank the citizens for 100 years of Service Above Self.

**Rotary Year
2019-20**

Amount Requested: \$ 5,240

Minimum Acceptable†: \$ 5,240

† Please enter the smallest award that you could accept while keeping the project viable. Entering a smaller number here does not necessarily mean that you will not receive your full request, but it will be helpful in determining how to allocate funds should the total requests in a given year exceed the amount available.

What Area(s) of Focus Will This Project fulfill? (Optional for CAP Grant.) *Check all that apply.*
This should match the information entered into matchinggrants.org.

Peace & Conflict Resolution/Prevention

Basic Education & Literacy

Disease Prevention & Treatment

Economic & Community Development

Water & Sanitation

Maternal & Child Health

2. Project Description

Describe the project, its location, and its objectives. Describe how the project will benefit the community and/or improve the lives of the less fortunate. Also include sustainability elements.

This may be the same as in matchinggrants.org but in many cases may have additional information. Information may be included in this request that is not appropriate to publicly display as when this report is uploaded to the website, access can be restricted to only those people associated with this project.

As part of its 100th Anniversary in Brookings, SD, our Rotary Club is submitting three projects for district grant funding partnerships as we seek to give back to our community for a century of Service Above Self. The Main Street Rotary Clock is the most important of these projects, followed by the Born Learning Trails, and then this grant request for Park Musical Instruments.

The objective of the Park Musical Instruments is to provide a musical education experience for children who reside in or visit the Brookings community. A collection of outdoor instruments will be placed in a park location within the city. These instruments will be available for students to play regardless of household income level. This is a public engagement activity that will expand the interest in the arts, and kindle a spark of enthusiasm for area youth. The instrument area will include signage indicating the instruments have been placed by the Brookings Rotary Club to the citizens of Brookings in honor of the 100th Anniversary of Service Above Self. The instruments will be installed by Rotary Club members, working with the Brookings Park and Recreation Department. More information about the instruments can be found at <https://freenotesharmonypark.com/>.

ESTIMATED START DATE OF PROJECT: May 2020

ESTIMATED COMPLETION DATE: June 2020

3. Describe non-financial participation by Rotarians in the project (i.e., Rotarian activities).

Rotary club members will work with Brookings Park and Recreation Department employees to install the musical instruments in the park.

4. How will the general public know this is a Rotary-sponsored project? Please provide details, such as media publicity, report for the District news, or display of the Rotary logo.

Since 2020 is our 100th Anniversary, a reception will be held announcing the gifts of musical instruments to the community. Our actual anniversary date is February 1, 2020, and the reception will be held around that date. Later in the Spring when weather is more conducive to travel, a banquet will be held that will include District dignitaries, state officials, and the entire club. We are planning on a regularly-scheduled radio program during this time, news releases from our public relations committee, reports to the District News, and social media posts. A sign will be placed at locations of the musical instruments indicating that they were given to the community for the 100th Anniversary of the local Rotary Club.

5. Project Contacts: Two Rotarians must be listed who will provide oversight and management of the project funds. One of these two individuals should enter project into www.matchinggrants.org/district and both should be given Administrative Access for the project there.

PRIMARY CONTACT NAME

Don Norton

ADDRESS

1801 7th Avenue South, Brookings, SD 57006

TELEPHONE

309-259-0047

ROTARY POSITION / TITLE

President-elect

EMAIL

donnorton75@gmail.com

SECONDARY CONTACT NAME

Jennifer Soma

ADDRESS

601 4th Street, Ste 103, Brookings, SD 57006

TELEPHONE

507-230-0323

ROTARY POSITION / TITLE

Club President

EMAIL

jennifer.soma@thrivent.com

6. Cooperating Organizations — If the project involves a cooperating organization, please provide the name of the organization below and attach a letter of participation from that organization that specifically states its responsibilities and how Rotarians will interact with the organization in the project. *By signing this application, the Rotarian sponsors endorse the organization as reputable, responsible, registered with the project country, and acting within the laws of the project country.*

Cooperating Organization(s): Rotary has been working with the office of the City Manager and the Brookings Parks and Recreation Department on this project.

8. Income (rounded to the nearest whole dollar)

Source	Amount
District Grant Funds Requested	\$ 5,240
Club Funds	\$ 5,259
Other Income (Specify)	\$
Click here to enter text.	\$
Click here to enter text.	\$
Click here to enter text.	\$
Total Project Income	\$ 10,499

9. Expenses (rounded to the nearest whole dollar)

Please include a complete, detailed, and itemized budget for the entire project. Supporting documentation utilized for the development of this budget may be requested. Include pro-forma invoices for equipment that will be purchased through this grant. (please be specific and add an additional sheet as needed)

Remember that all expenditures will need to be supported by documentation.

	Amount
Botanical Inground Musical Instrument Ensemble	\$ 9999
Freight	\$ 500
Click here to enter text.	\$
Click here to enter text.	\$
Click here to enter text.	\$
Click here to enter text.	\$
Total Project Expenses (MUST MATCH TOTAL PROJECT INCOME!)	\$ 10,499

10. Authorization

All Rotary clubs/districts involved in this project are responsible to The Rotary Foundation for the conduct of the project and for reporting on it. *The electronic signatures entered on the www.matchinggrants.org website for this application confirm that the signors understand and accept the responsibility. The signatures also affirm that all information in this application is true and accurate, to the best of their knowledge.*

In order to be considered, this application MUST be digitally signed on www.matchinggrants.org by the President(s) and at least one other club officer (President-Elect if known) of all sponsoring Rotary Clubs for the year that the grant will be funded. In addition, At least one of the contacts listed in Section 5 above must also digitally sign the application if they are not the President or President-Elect.

5610/CAP (Community Assistance Program) Grant Checklist **Rotary Year 2019-20**

Initial each item and return with your application.

- The First Contact on this grant is the grant writer, who attended the Club Grant Training.
- The Club has submitted a signed Club Memorandum of Understanding (MOU) for the current year.
- The Club is in good standing with the IRS and has submitted a current IRS Form 990 receipt to prove their non-profit service club status.
- This project is a new effort for our club—it is not a project that we have done previously, either with CAP Grant or 5610 Grant funding or as an ongoing club-sponsored project.
- CAP Grants only: The club is matching (50%) the entire amount being requested, up to \$1000. The project may be larger than \$2000 (the grant plus the club's funding), but the maximum grant award is \$1000.
- This project is totally or at least primarily sponsored by the Rotary Club—we are not simply funding the project of another organization. No funds will be paid directly to another charitable organization.
- No funds will be utilized to support travel expenses, salaries, administrative or other overhead costs, or the operational costs of another organization.
- Work on the project will not begin until the grant is approved by the District and the Club has received the grant award (check is in the bank).
- The project will be completed in its entirety within 24 months of grant award. Reports will be provided to the District when required. (see the Grant Report for details).
- The lead/sponsor club agrees to adhere to all stewardship requirements set forth in the Club Memorandum of Understanding.
- The lead/sponsor club will publicly identify the project as Rotary sponsored.
- No funds from this grant will be used to directly benefit a Rotarian or any Rotary employee, including those employed by a club, district, Rotary International, or any other Rotary entity.
- No funds from this grant will be used to directly benefit a relative, including spouses and in-laws, of any Rotarian or Rotary employee as defined above.

Questions? Contact:

Bruce Young, District Grants Subcommittee Chair
(712) 541-9822
district5610grant@gmail.com

Deadline for 2019-2020 Rotary Year is July 31, 2019.