



**District Grant Application**

<b>Rotary Club of:</b> Signal Hill	<b>Date:</b> 6/7/2020
<b>Project Name/Title:</b> School Supplies	
<b>Project Leader Name:</b> Phyllis Hayes-Reams	<b>Phone #:</b> 5625227713
<b>Project Leader Email:</b> shrotarianphyllis@gmail.com	

**1. Please provide a brief description of the project, and indicate the project beneficiaries (who is being served?):**

The COVID-19 pandemic has moved the classroom from the school campus to home. The pandemic has resulted in many parents and guardians of school age children having their work hours and compensation reduced, while others have lost their employment. Access to school supplies will be critical to these households heading into the 2020-2021 school year. The Rotary Club of Signal Hill continues in our commitment to the academic success of students attending Signal Hill-based Alvarado Elementary School and Nelson Academy (middle school). Alvarado and Nelson administrations and teachers have noted that our past school supplies donations have contributed to their ability to help their students achieve higher academic performance. The schools continue to demonstrate improvement in test scores during the years our club has been providing school supplies. These students continue to represent at risk households, including meeting reduced lunch cost criteria and are self-identified as homeless. Rotarians and community partners will assemble the school supplies kits. The District 5320 grant will be used to supplement our club community services funds and donations to finance this project. The project will take place in the months of August and September 2020, allowing the school supplies to be available for the beginning of the 2020-2021

**2. Indicate the project start and end dates: (The project may not begin prior to the district receiving approval from TRF. Reimbursements for earlier expenses are not eligible. Projects must have an end date no later than the end of the Rotary year.)**

Project start date:	8/1/2020
Project end date:	9/30/2020

**3. Project location (select one):**     **Community**     **Mexico**  
(If the project is in Mexico, will there be a Rotary club from Mexico involved in the project? If so, indicate the name of the Rotary club and explain the members' involvement.)

**4. List the project funding amounts (Club contribution must be equal to or greater than the amount requested from the district):**

Club contribution:	\$	1000
District DDF (amount requested from district):	\$	1000
Other participating clubs - list club name(s) and contribution amount(s) below:		
	\$	
	\$	
<b>Grant Project - Total</b>	<b>\$</b>	<b>2000</b>



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5. **Indicate whether there is other involvement and financial support** (If non-Rotary organizations will be involved in your club project, please describe the involvement and any financial support you are receiving for the project – for example, in-kind contributions, discounts, cash donations):

We will be requesting backpack donations from Costco Signal Hill as in previous years. We will request to use the Signal Hill Police Department to allow us to again use their Command Center for assembly of the school supplies kits. We will partner with Staples Corporate Offices to obtain bulk order discount for school supplies purchase.

6. **Describe the participation of club members** (Your club members must be actively involved in this project. Please indicate how many members of your club will participate in this project and describe their activities):

Club members will coordinate the Costco backpack donation, as well as coordinate with the schools that will be served. Members will assemble school supplies kits, as well as deliver supplies to recipient schools. We project that approximately 15 of our current 30 members will participate in this project.

7. **Describe how funds will be safeguarded and tracked** (If funds are to be distributed to a partner in Mexico who will be responsible for the funds? How will transfers of funds to Mexico be handled?):

Purchase receipts will be recorded and tracked by the club treasurer. Funds received from District 5320 and other potential donors will be placed in our Community Services/School Supplies Account and purchases will be made and/or reimbursed from this account. The banking statements will be used as another layer of tracking.

8. **Describe how your club will use the project funds** (list the types of expenses / items to be purchased):

Project funds will be used to purchase school supplies from Staples (pencils, pens, paper, erasers, highlighters, scissors, colored pencils/pens, notebooks, crayons, index cards, composition books). Funds will also be used to purchase the durable plastic bags with handles that will protect the assembled kits before they are placed in the backpacks.