



# 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-3545 *(Assigned by www.matchinggrants.org)*

**Lead Rotary Club:** Luverne Rotary Club

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

**Project Title:** Rotary Park Completion

**Rotary Year  
2020-21**

### Project Summary

Rotary Park is a project investment of the Luverne Rotary Club. It serves are the first green space for visitors that come into our community from the south and is a spot for rest, pet recreation and rotary education. We have a few details of the park to make it complete for all visitors.

**Amount Requested: \$ 1983.85**

**Minimum Acceptable†: \$ 1500**

† 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.*

Rotary Park was established by the Luverne Rotary Club in 2015. It is located near the off ramp of Interstate 90 and offers travelers, visitors and local residents a space to enjoy the outdoors, exercise their dog in our controlled dog park and rest for the moment. Since its initial opening we have added a shelter covering and a children's outdoor play area. Each year new flowers are planted and kept up with the help of our club. It also displays the Rotary Wheel as part of the sidewalk area bringing some basic Rotary information to visitors. A new section of local bike path now crosses with this park bringing a new set of individuals to our park to enjoy the amenities. It has added beauty and green space to an otherwise industrial area of our community. That being said we feel we have a few last details to finish to really make it complete. The addition of 2 round picnic tables seating 8 each and 1 ADA compliant rectangle table with wheelchair access for two chairs is on the wish list for this park. A classic park bench customized with Luverne Rotary Club will draw attention to our club's presence. These tables and benches would be

ordered in blue to add color and align with the colors of Rotary. They will also compliment the Rotary Flag that flies in the park along with an American Flag. Finally we need better signage alerting visitors of the area where the dog run is located so when they pull off to fuel their cars they can see the option for pet exercise. I have included the suggested cost of our wish list. Our Rotary Club will continue to promote and host community activities at the park. The new connection to the bike path will open new opportunities for us. We also share in the clean up and maintenance of the park in partnership with the city of Luverne. As a club we have had many compliments by local residents about the parks value to the community. If awarded a grant we would order the desired items immediately for use. Outdoor seating and options are at a prime right now with the current Covid 19 situation. We thank you for your consideration.

ESTIMATED START DATE OF PROJECT: September 15, 2020 ESTIMATED COMPLETION DATE: May 15, 2021

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

Rotary Park is an ongoing project for our club. It has its own separate account dedicated to the improvements and maintenance of this investment. We have a yearly contribution added to our fees per member and have recently discussed an annual fundraiser dedicated to 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.**

The name of the park is Rotary Park. The annual flowers are displayed to represent the Rotary wheel. We have a metal cut out of the wheel in the cement along with some information about what Rotary is. There is a Rotary Flag along with an American flag flying at the center of the park. It is the first beautification green space that people see when they drive into our community from the interstate.

**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](http://www.matchinggrants.org/district) and both should be given Administrative Access for the project there.**

PRIMARY CONTACT NAME

Emily Crabtree

ADDRESS

[Click here to enter text.](#)

TELEPHONE

507-227-6841

ROTARY POSITION / TITLE

Secretary and Grants contact

EMAIL

emily@luvacf.org

SECONDARY CONTACT NAME

Tammy Loosbrock

ADDRESS

[Click here to enter text.](#)

TELEPHONE

507-360-7139

ROTARY POSITION / TITLE

President

EMAIL

Tammy.loosbrock@sanfordhealth.org

**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): City of Luverne, MN**

8. Income (rounded to the nearest whole dollar)

Source	Amount
District Grant Funds Requested	\$ 1983.85
Club Funds	\$ 1983.85
Other Income (Specify)	\$
Click here to enter text.	\$
Click here to enter text.	\$
Click here to enter text.	\$
<b>Total Project Income</b>	<b>\$ 3967.70</b>

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
8' Supersaver table with 2 ADA access points	\$ 718.85
46" round picnic table x2 (\$740)	\$ 1480
Personalized Rotary 8 ft bench	\$ 1268.85
Dog Park Signage	\$ 500
Click here to enter text.	\$
Click here to enter text.	\$
<b>Total Project Expenses</b> (MUST MATCH TOTAL PROJECT INCOME!)	<b>\$ 3967.70</b>

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](http://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](http://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](mailto:district5610grant@gmail.com)**

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