

Rotary District 5790

Checklist for District Grant Final Report

Checklist of required materials to be submitted before grants are closed.

Preparing and submitting a District Grant final report

The "Primary Contact" for the District Grant will perform the steps below:

- Step 1: Insure that all sections of the Individual Project Report (Final Report) form must be completed. For club projects, the certifying signature must be provided by a member of the club.
- Step 2: If necessary, follow up with project contacts to complete missing report information or to address eligibility issues. (i.e. MOU, 990) Please refer to the DG Eligibility Guidelines.

Please note the following required from the clubs:

- A completed final report with all necessary signatures and form dated.
- A detailed listing of all monies spent (Date purchased, check number, payee, payer, purpose of expenditure and date of delivery if applicable)
- A copy of **cancelled checks with endorsement and bank statement** showing payment. *Copy of WIRE TRANSFER*
- A copy of all invoices with appropriate dates.
- Invoices must be marked paid, with check number, dated and signed or they are not documentation of funds spent.
- Proof of payment must accompany all receipts, and the **Rotary club is to be the payer on all checks written.**
- **In the instance of checks being written to other non-profit organizations, a letter from that organization stating the amount, date of gift, and purpose for which the funds will be/were used.**
- *N/A* Scholarship monies cannot be written to individual students. The monies must be issued to the college or institution of higher education. Documentation showing that the student is enrolled is required. A letter from the organization granting the scholarship on college/ high school letterhead stating the amount of funds and the actual use of the funds.
- No project is to benefit any Rotary club or Rotarian

- _____ The district's procedure for retaining documentation of all grant information is housed on the www.matchinggrants.org website.

District Grant-Final Report Form 2020-21

Upload this completed form to your grant record at www.matchinggrants.org/district.

For any questions contact District 5790 District Grant Sub-committee chair Dan Steele
dsteelerotary5790@gmail.com

Do not sent this form directly to Rotary International.

Rotary Club: FORT WORTH SOUTHWEST Project Number: P-3672

Project Title: PRENATAL ULTRA SOUND EQUIP

Project Description

1. Briefly describe the project. What was done, when and where did project activities take place, and who were the beneficiaries? SONOGRAM machine, PRINTER, DELIVERY & TRAINING - HOUSED AT A CLINIC IN MWONGETI, KENYA. THE ONLY SONOGRAM IN THREE COUNTIES. GOAL TO STRENGTHEN THE CAPACITY OF THE MWONGETI PRENATAL CLINIC - BASIC MATERNAL & CHILD HEALTH. MEMBERS OF THE BOGETA VILLAGE WALK AN HOUR FOR PRENATAL MEDICAL CARE.
2. How many Rotarians participated in the project? 3
3. What did they do? Please give at least two examples.
ROTARY MEMBER OF TUSON, AZ MR. DENNIS BERGQUIST COORDINATE PURCHASE OF EQUIPMENT & TRAINING. & DELIVERY
JIM ERVIN FORT WORTH SOUTHWEST COMPLETED APPLICATION & OVERSAW DETAILS
ROTARY CLUB OF HITENGELE RECEIVED EQUIPMENT & DELIVERY TO CLINIC SIGHT
4. How many Non-Rotarians participated in the project? ~~2~~ 3
5. What are the expected long-term community impacts of the project?
MAINTAIN THE HEALTH & SAFETY OF EXPECTING MOTHERS
THE KISII HEALTH MINISTRY APPROVED AN ID# THAT WILL ALLOW VILLAGER'S TO OBTAIN INSURANCE CARDS FOR THEIR MEDICAL NEEDS. BECAUSE OF THE SONOGRAM EQUIPMENT WAS THIS POSSIBLE
6. If a cooperating organization was involved, what was its role?
CAROLYN OIGO, PROJECT MANAGER & FINANCE OFFICER OF THE PRENATAL CLINIC.

Financial Report (District must retain receipts of all expenditures)-The two yellow cells must be the same.

7. Income	Amount
1. District Grant funds received from the District	3,000.00
2. Other funding (specify) Rotary Club	3,000.00
3.	
Total Project Income	\$6,000.00

8. Expenditures (please be specific and add lines as needed)	
Vendors/Non-profit Expenditures	
11/20/2020 Wire transfer to Carolyn Moraa Oigo for Neonatal Ultrasound for Medical Clinic in Mwongeti, Kenya	\$6,000
Total Project Expenditures	\$6,000

9. By signing this report, I confirm that to the best of my knowledge these District Grant 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. 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 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:

12-2-2020

Print name, Rotary title, and club

JIM ERWIN, SECRETARY, FORT WORTH SOUTHWEST

When completed, please notify the District Rotary Foundation Grant Sub-Committee Chair (DGSC): dsteelerotary5790@gmail.com