

## 2023-24 DISTRICT GRANT PROJECT FINAL REPORT

Grant # P-  Progress Report  Final Report  Date

Project Title:

Club Name:

### Project Description:

1. Describe the project. What was done, when, and where did project activities take place? If this is a progress report, what remains to be done?

The Rotary Club of Chinatown conducted four training courses on early recognition of Mental Health signs and symptoms. The training was conducted by professional trainers from within the Club, facilitators from Community Mental Health and family care services.

2. How many people benefited from this project?

3. Who were the beneficiaries, how were they impacted by this project, and what humanitarian need was met?

Beneficiaries included community-based organizations, educators, business owners and community residents who learned strategies and techniques to build self-awareness, listening skills, and recognize. Stress. The project provided the opportunity to practice coping exercises using the stress ball and breathing.

4. How many Rotarians participated in the project?

5. What did they do? Please give at least two examples, not including financial support provided to the project.

Rotarians provided registration support, participated as attendees to be educated at the training and enhanced the curriculum by actively providing inputs and guidance. Assisted in providing refreshments and venue location as well as program volunteers and presenters.

6. If a cooperating organization was involved, what was its role?

Chinatown Manpower Project provided venue and administrative assistance. Rereferral documentation and facilitation from the National Alliance on Mental Illness (NAMI) and training material. Facilitation provided from Community Mental Health care facilities such as The POND Community services, where follow up referral healthcare services can be obtained for early mental health services in the future..

## Financial Report

(Your Club & District must retain receipts of all expenditures for at least five years)

Income (7) & Expenditures (8) must be equal

### 7. Income

Sources of Income	Currency	Amount
District Matching Grant	USD	2,000
Club Funds	USD	2,500
<b>Total Project Income</b>		

### 8. Expenditures (please be specific and add separate page as needed)

Budget Items	Name of Supplier	Currency	Amount
Stress Balls	Humming Business	USD	569.11
Rotary Reference handout	Fiona Fernandes	USD	45.00
Facilitators honorariumsx6	David Chew	USD	1,200
Printing folders	Hong Shing Lee	USD	0
Transportation/ Planning	Evelyn Isaacs	USD	185.89
Club budget attached (Total included)		USD	2,500
<b>Total Project Expenditures</b>			4500,

### Certifying Signature:

By signing this report, I confirm that to the best of my knowledge these District Grant funds were spent only for eligible items indicated in the Project Application and in accordance with Rotary Foundation 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.

**Final Report Documents:**

X This report with signature and date.

All proofs of payment and invoices uploaded to website

One or more of the following:

- Checks – copies of the front and back
- Credit Card statements
- PayPal receipts
- Bank statement showing check having cleared

X We have uploaded photographs of the project to the project website

XWe have entered at least 15 goals for our Club on Rotary Club Central

XOur Club is Grant-Certified

XOur Club has paid July 2023 and January 2024 RI and District Dues

XWe have entered our Club Officers in the Club Executives Section of our Club on the District website.

XOur Club is current on all due Global Grant and District Grant reports

We have entered our Project on Rotary Showcase.

XAll our promotional and publicity materials for the project are in compliance with Rotary Brand guidelines.

Certifying Signature Evelyn Isaacs *RT Eskew* Date: 31 May 2024

Print Name :Evelyn Isaacs R. Taylor Eskew Rotary Title: Co-President, & Executive Secretary ,

Club President Signature: E. Isaacs Esther Yip

Print Name:

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Complete this form and upload to your Project Documents area on [matchinggrants.org](http://matchinggrants.org)

Verifiable Electronic Signatures are acceptable.