

District 5580 World Community Service (WCS) Matching Grant Application

FOR DISTRICT 5580 USE ONLY (once Grant is approved)

District Grant No. WCS- 09.2.10 **Date Approved** _____

District Grant Subcommittee Chair Signature _____

District Rotary Foundation Chair Signature _____

Explanation: Matching Grants support the humanitarian service projects of Rotary clubs and districts. In this section, describe in detail the humanitarian need your project will address, the intent of the project, how the project will be implemented, and how Rotarians will be directly involved in the project (involvement is required of both the host and international partners).

The new clinic will enable Dr. Smith, clinic manager and her Peruvian staff to continue to offer much needed healthcare to people in the region. Clinic patients sometimes travel as far as 50 -60 miles for clinic care. ___

Please provide the name of the project site, the city or village, state or province, and country. **Provide a detailed map of the area or provide GPS (Global Positioning Site) coordinates.**

List multiple locations, if applicable.

Project site Yanamono Clinic

City/Village Palmeras II Zona Rio Amazona

State/Province Lorezo

Country Peru

GPS coordinates (if no map) Attached

Provide name of ownership of property that structure is to be built on.

Amazon Medical Project (501-C-3) from the village of Palmeras

Provide a blueprint/ detailed drawing of the proposed structure (Please attach a drawing).

attached

Describe the project and the problem or need it will address, including the intended beneficiaries and how the project will benefit the community in need.

___ Medical and dental project to provide medical and dental care for the population living along the Amazon River, 50 miles from Iquitos, Peru. Original Clinic was build by Rotary Club in District 5580 in 1993. Dr. Linnea Smith, clinic manager, provides care to between 2000-2500 people annually. This is their only source for medical / dental care. Due to river erosion the clinic is in eminent danger of being lost and needs to be relocated. The land and some labor will be provided locally.

Provide the estimated length of time needed to complete the project.

Three months

Describe how the benefiting community will maintain this structure or project (financing of maintenance, etc) after grant funding has been fully expended and who will be responsible for sustainability of the structure. ____ The Amazon Medical Project is a 501-c-3 non-profit organization formed in 1997 to support Dr. Smith's work. Contributions from a wide variety of organizations and individuals have enable DR. Smith to care for people in this area for the last 18 years and it is anticipated that under her guidance and management, this support will continue. For more details: www.amazonmedical.org._____

Describe specific activities of the host and international partners in implementing the project. ____ 1 – Local people will construct the pier foundation and unload the material from the transport barge (value = \$2,700 U.S. dollars) 2 – Members of District 5580 clubs and friends will travel to Peru and construct the clinic. _____

What will the Rotarians who are members of the partner clubs do during the project? Please note that financial support is not considered active involvement. (See the Matching Grant application instructions for suggestions.) _____ refer to above_____

Explanation: The host partner is the club or district in the project country. A committee of at least **three** Rotarians must be established to oversee the project. The primary project contact must be a member of the primary club identified below. The project committee must be composed of members of the sponsor Rotary club or NGO for club-sponsored projects or district for district-sponsored projects. The committee members must be committed for the duration of the grant process. Please provide the primary address for all committee members, as all District 5580 information will be sent to this address. It is highly recommended that the primary contact (who receives all information from District 5580) have an e-mail address to expedite communication.

Primary Rotary Club/District/ or NGO

Club: Name and Number and/or: Rotary Club of Iquitos
NGO

District __4460_____ Country __Peru_____

Primary Contact:

Name: Violeta Vigo Silva

Member ID:

Club: Rotary Club of Iquitos

Position: President 2008-2009

Address: Calle Echenque # 320

City: Iquitos

State/Province Postal code Country: Loreto, Peru

E-mail: rciquitos@rotaryiquitos.org

Home phone Office phone Fax: 065-222190

Project Contact #2:

Name: Oswaldo Santana Macahuchi

Member ID

Club

Position: Apu (Mayor)

Address

City: Palmeras II Zona Rio Amazonas

State/Province Postal code Country: Loreto, Peru

E-mail: none

Home phone Office phone Fax: none

Project Contact #3:

Name: Golbert Asipali Gutierrez

Member ID

Club

Position: Apu (assist. Mayor)

Address:

City: Palmeras II Zona Rio Amazonas

State/Province Postal code Country: Loreta, Peru

E-mail: none

Home phone Office phone Fax: none

Explanation: The international partner is the club or district outside the project country. In this case, the international partner would be a club in District 5580 or District 5580. A committee of at least **three** Rotarians must be established to oversee the project. The primary project contact must be a member of the primary club identified below. The project committee must be composed of members of the sponsor Rotary clubs for club-sponsored projects or district for district-sponsored projects. The committee members must be committed for the duration of the grant process. Please provide the primary address for all committee members, as all District 5580 information will be sent to this address. It is highly recommended that the primary contact (who receives all information from District 5580) have an e-mail address to expedite communication.

Primary Club/District

Club: Downtown Duluth MN

Club ID number: #25

District: 5580

Country: USA

Primary Contact #1:

Name: Bonita Nelson

Member ID:

Club: Rotary Club #25

Rotary position: President 2008-2009

Address: 5002 Otsego St

City: Duluth

State/Province Postal code Country: MN 55804 USA

E-mail: justbonita@msn.com

Home phone Office phone: 218-525-4522

Fax

Project Contact #2:

Name: Jon Helstrom

Member ID:

Club: Rotary Club #25

Rotary position: member

Address: 237 Fairmont St

City: Duluth

State/Province Postal code Country: MN 55803 USA

E-mail: jahelstrom@juno.com

Home phone Office phone: 218-727-7707

Fax: 218-722-7707

Project Contact #3:

Name: Zainudeen Popoola

Member ID

Club: Rotary Club #25

Rotary position: International Services Committee Chair

Address: 407 E 3rd St

City: Duluth

State/Province Postal code Country: MN 55805 USA

E-mail: zpopoola@smdc.org

Home phone Office phone: 218-733-3075

Fax

Explanation: Official exchange rates can be found at www.rotary.org/newsroom/downloadcenter/support/rates.html (Please use the most recent rate)

ITEMIZED BUDGET TO BE FILLED OUT BELOW:

| Budget item | Units | Amount each | Subtotal |
|------------------------------|--------------|--------------------|-----------------|
| Foundation Pier | 118 | 20 | 2360 |
| Cross Bracing | 20 | 20 | 400 |
| Rim Collars | 24 | 32.5 | 780 |
| Floor Beams | 60 | 65 | 3900 |
| Floor Joists | 120 | 21.44 | 2570 |
| Wall Studs | 900 | 8 | 7200 |
| Wall Plates | 80 | 12 | 960 |
| Collar Beam | 30 | 45 | 1350 |
| Roof Trusses | 37 | 118 | 4370 |
| Roof Purlins | 200 | 12 | 2400 |
| Roof Bracing | 40 | 12 | 480 |
| Screen Trim | 100 | 8 | 800 |
| Siding | 280 | 30 | 8400 |
| Wall Paneling | 130 | 25 | 3250 |
| Flooring | 600 | 18 | 10,800 |
| Ceiling Paneling | 420 | 18 | 7560 |
| Roofing Tin | 300 | 25 | 7500 |
| Window Screening | 200 | 2.85 | 570 |
| Doors & howe | 32 | 200 | 6400 |
| Nails & screws | 1 | 1000 | 1000 |
| Cabinet Material | 1 | 3000 | 3000 |
| Paint | 50 | 35 | 1750 |
| Filtered Water System | 1 | 4000 | 4000 |
| Rain Water Gutter | 1 | 400 | 400 |
| Water Tanks | 2 | 800 | 1600 |
| Lavatory | 7 | 450 | 3150 |
| Sink | 2 | 525 | 1050 |
| Shower | 1 | 550 | 550 |
| Toilet | 3 | 350 | 1050 |
| Piping | 1 | 2000 | 2000 |
| Septic System | 1 | 3000 | 3000 |
| Solar Panel | 4 | 1500 | 6000 |
| Battery | 6 | 400 | 2400 |
| Material Delivery | 1 | 3500 | 3500 |
| Land | 1 | 1000 | 1000 |
| Generator | 2 | 3400 | 6800 |
| Gasoline | | | 1000 |

| | | | |
|------------------------------------------|----|------|-----------------|
| Table Saw | 1 | 2600 | 2600 |
| Skil saw | 2 | 420 | 840 |
| Router | 1 | 400 | 400 |
| Laser Level | 1 | 900 | 900 |
| Tape Measure | 10 | 45 | 450 |
| Hammer | 20 | 75 | 1100 |
| Small Tools | | | 1500 |
| Allowance for Quantity change | | | (10%) 12,149.00 |
| Allowance for Exchange Rate change | | | (10%) 12.149.00 |

Subtotal all items in country currency: Soles 145.788.00
Exchange rate used US\$1= 2.75

Total in U.S. dollars: \$53,014.00

Explanation: Clearly list all financing in U.S. dollars noting which funds will be contributed in cash and which will be contributed from District 5580 WCS funds. Use of WCS must be approved by the Grants Subcommittee and authorized by the district Rotary Foundation committee chair. The host club or district must provide at least \$100 in cash and it is highly recommended that they match as much as possible with “in kind” donations of sweat equity whenever possible.

NOTE: *A project bank account must be established in District 5580 or Host country before WCS grant funds will be distributed. When established and total club/cash contributions are in the fund, the WCS grant matching funds will be sent directly to the project bank account.*

Club within the project country cash donation: \$2700
International Rotary clubs or district outside the project country
Cash (US\$) \$30,100.00
Subtotals, Cash \$32,800.00
TOTAL Cosponsor contributions \$32,800.00
Total funds requested from District 5580 WCS fund \$26,507.00

Additional outside funding: 6293.00
(not matched by WCS fund)
Total project financing: \$53,014.00
(must equal budget on page 4)

Explanation: Before an application is submitted to District 5580, project partners should discuss various planning details. The questions below are a guide to aid project planning. Note that a Rotary club/district or Rotarian may not own anything purchased with grant funds.

Identify who will own equipment and maintain, operate, and secure items purchased with grant funds. (A Rotary club or Rotarian cannot own equipment.)

Will training in use and maintenance of technical equipment be provided? If so, who will provide training?

Is software necessary to operate any items? If so, has software been provided?

Indicate what arrangements have been made for customs clearance if items will be purchased and shipped from outside the project country.

Provision of plumbing and electrification to structures where people live or work may be funded with WCS funds. Have plumbing or electrification for equipment and appliances in existing buildings (hospitals, schools, libraries, orphanages, etc.) been considered and funded?

Explanation: Authorizations ensure that both partners are aware of, and interested in, pursuing the described project. By signing below, the current club presidents for club-sponsored projects and current district grants subcommittee chairs for district-sponsored projects, as well as the committee members, agree to the criteria listed and affirm their support of the project.

All Rotary clubs, districts, and Rotarians involved in this project are responsible to District 5580 for the conduct of the project and its subsequent reporting. The signatures of all involved parties confirm that they understand and accept responsibility for the project. Parties may either sign this page or submit a separate letter of commitment.

By signing below, we agree to the following:

- All information contained in this application is, to the best of our knowledge, true and accurate, and we intend to implement the project as presented in this application.
- The club/district agrees to undertake this project as an activity of the club/district.
- We ensure all cash contributions (as detailed in Project Financing) will be forwarded to the project bank account after approval of the grant.

District 5580 may use information contained in this application to promote the project by various means such as the 5580 website, the district newsletter and other publications of the district.

- The partners agree to share information on best practices when asked, and District 5580 may provide partners' contact information to other Rotarians who may wish advice on implementing similar projects.
- To the best of my knowledge and belief, except as disclosed herewith, neither I nor any person with whom I have or had a personal or business relationship is engaged, or intends to engage, in benefiting from District 5580 grant funds or has any interest that may represent a potential competing or conflicting interest.

A conflict of interest is defined as a situation in which a Rotarian, in relationship to an outside organization, is in a position to influence the spending of District 5580 grant funds, or influence decisions in ways that could lead directly or indirectly to financial

gain for the Rotarian, a business colleague, or his or her family, or give improper advantage to others to the detriment of District 5580. (NOTE: Any and all exceptions must be explained in an attached statement.)

Host Partner

President (club-sponsored)
District grants subcommittee
Chair(district sponsored)
____ Letter attached _____
Name:(print)_____

Title: _____
Rotary Club or NGO: _____
District #: _____

Signature: _____
Date: _____

International Partner

Club president (club-sponsored)
District Grants subcommittee chair
(district sponsored)
____ Letter Attached _____
Name:(print)_____

Title: _____
Rotary Club: _____
District #: _____

Signature: _____
Date: _____

Explanation: A *cooperating organization* (for example, an NGO) is an organization that is directly involved in the implementation of the project, offering technical expertise and project coordination.

A *benefiting entity* is the recipient of goods or services and is not considered a cooperating organization.

If this project involves a cooperating organization (neither a Rotary club nor the beneficiary of the project), provide the following:

Name of organization: not any
Street Address: _____
City, State/Province Postal code Country: _____

Office phone Fax: _____
E-mail: _____
Web address if available: _____

Also, have the project contacts provide the Project Contact information as listed above.

In addition to the above, the following must be attached:

- Letter of participation from cooperating organization that specifically states:
 - Its responsibilities and how it will interact with Rotarians
 - The organization’s agreement to cooperate in any financial review of the project.

Explanation: Although both partners are responsible for completing the interim and final reports, District 5580 requires that one partner take primary responsibility for submitting the final report to District 5580. It is recommended that the primary project club in District 5580 take that responsibility.

“By signing below, our club accepts primary reporting responsibility.”

Print name: Bonita Nelson

Signature: letter attached

Rotary club: Rotary Club #25

District: 5580

Before submitting your Matching Grant application, please take a moment to review this checklist.

If you have any questions or concerns, please contact the Humanitarian Grant Coordinator for the project location.

Does the project meet **all** grant policies and guidelines?

Does the project description clearly state how the project will assist those in need?

Are the activities of the host and international partners clearly explained?

How will Rotarians be actively involved in the project?

Have both the host and international partners created committees to oversee the project?

Are these individuals correctly listed on the application with their complete contact information?

Is a detailed, itemized budget included in the application?

Is ownership of the property the structure will be located on included?

Is a blueprint/detailed drawing of the structure included?

Are all partner contributions listed in the application noting which are from the WCS fund?

Have the club presidents from the host and international partner provided their authorizing signatures?

If a cooperating organization is involved, are the following letters included with the application:

Letter from the organization specifically stating its responsibilities, how it will interact with Rotarians, and agreeing to cooperate in any financial review of the project

Has the District Grants Subcommittee chair from District 5580 certified the application as complete and eligible?

*****Have the partners made copies of all documents for their files prior to submitting them to District 5580?**

*****Complete applications should be sent to:**

Grants Subcommittee Chair, District 5580

Contact information on District 5580 Website: www.clubrunner.ca/5580