

## Rotary District 6460 Club Grants Program Individual Project Report 2019-20

Return this completed form to your Club Grants Sub-Committee Chair (contact info below). Do not send this form to The Rotary Foundation.

Rotary Club: \_\_\_\_\_  
 Project Title: \_\_\_\_\_  
 Progress report       Final

### **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?
  
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?
  
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.
  
6. If a cooperating organization was involved, what was its role?
  
7. Please include copies of any PR materials, media coverage, and photos of the project implementation. Event was covered by both newspaper and television. Links to coverage:

### **Financial Report** (District must retain receipts of all expenditures for at least five years)

Sources of Income	Amount
1.	
2.	
3.	
<b>Total Project Income</b>	

8. Expenditures (please be specific and add lines as needed)

Budget Items	Name of Supplier	Amount
1.		
2.		
3.		
4.		
5.		
<b>Total Project Expenditures</b>		

## **Certifying Signature**

By signing this report, I confirm that to the best of my knowledge these Club Grant funds were spent only for eligible items in accordance with Rotary-approved guidelines, and that all of the information contained herein is true and accurate. 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: Club President \_\_\_\_\_ Date: \_\_\_\_\_  
Print name and club \_\_\_\_\_

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**Print, sign and scan full report, including receipts as one document and email to:**

[Daniel.Obrien@scouting.org](mailto:Daniel.Obrien@scouting.org)

**Dan O'Brien  
Rotary District Foundation Chair  
District 6460**

**Phone: 217-494.7891**