

# District Grant-Final Report Form

Upload this completed form to your grant record at [www.matchinggrants.org/district](http://www.matchinggrants.org/district).

For any questions contact District 5790 District Grant Sub-committee chair Dusty Babitzke  
[dustybabitzke@yahoo.com](mailto:dustybabitzke@yahoo.com)

**Do not** sent this form directly to Rotary International.

Rotary Club:

Project Number:

Project Title:

## Project Description

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1. Briefly describe the project. What was done, when and where did project activities take place, and who were the beneficiaries?
2. How many Rotarians participated in the project? \_\_\_\_\_
3. What did they do? Please give at least two examples.
4. How many Non-Rotarians participated in the project? \_\_\_\_\_
5. What are the expected long-term community impacts of the project?
6. If a cooperating organization was involved, what was its role?

# District Grant-Final Report Form

## FINANCIAL REPORT

(District must retain receipts of all income and expenditures)

### 7. Income - Please note all sources

1. 

District Grants funds received from the District
--------------------------------------------------
2. 

CLUB CONTRIBUTION
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- 3.
- 4.

**TOTAL PROJECT INCOME**

### 8. Expenditures - Please be specific and include check numbers.

The total in section 8 must match the total in section 7.

Description - Please include copies of all receipts with Report	Amount
1.	
2.	
3.	
4.	
5.	

**TOTAL PROJECT EXPENDITURES**

**When completed, please upload the following to the documents section of [www.matchinggrants.org](http://www.matchinggrants.org)**

- District Grant Final Report (this document)
- Copies of Front and Back of cancelled checks
- Copies of Bank Statements when the checks were cleared
- Acknowledgment, Receipt or Thank you Letter from receiving organization

**The grant cannot be closed until all of the are received and uploaded to [www.matchinggrants.org](http://www.matchinggrants.org)**

When all document have been uploaded, mark your grant "Reported" and notify the District Rotary Foundation Grant Sub-Committee Chair (DGSC):

Dusty Babitzke: [dustybabitzke@yahoo.com](mailto:dustybabitzke@yahoo.com)

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 or TRF.

**Certifying Signature**

*Lillian McLucas*

**Date:**

**Print Name:**

**Club**

**Title:**