



Project # 3672

## Rotary District 5500 District Grant Application 2020-2021

TUCSON KINO ROTARY  
Instructions

During Rotary Year (RY) 2020-2021 District 5500 will again have district grants available to assist clubs in funding new community service projects with up to \$6000 in matching district funds.

### A. Preparing and submitting a District Grant Application:

- Step 1: Review the attached project Application and collect all supporting documentation. It must be a new project and should embody **one** of the Rotary Foundation's Six Areas of Focus. Project sustainability, club member participation, and the ability of the club to complete the project within the same Rotary year in which the funds are awarded will be key considerations in evaluating and ranking projects for award of district matching funds.
- Step 2: Complete the Application. Include a detailed project description, a spending and project financing plan, and all club leadership signatures. All sections of the Application must be addressed.
- Step 3: Applications for RY2020-2021 are requested between 1 June-15 July 2020 but may be submitted as late as 31 August 2020 if a separate "Request for Funds" outlining the club's anticipated project and the amount of funding to be requested from district is provided to the D5500 District Grants Subcommittee Chairman by 15 July 2020 AND funding is still available after meeting the requests of approved club applications submitted by 15 July.

NOTE: Meeting published deadlines is essential so that the district's Spending Plan requesting grant funds from The Rotary Foundation (TRF) may be completed and submitted in a timely manner.

### B. Please take special note of the following:

- Applications must be submitted using the attached form. Type up the application and retain a copy for your records.
- District grants are intended to assist clubs with the startup of a new service project and are not normally available to fund identical or essentially similar projects for a second year even if new beneficiaries are involved.
- No club may have more than one district grant active/open at a time without first obtaining exception approval from the D5500 Grants Subcommittee.
- A D5500 Rotary club must put up at least one-half of the total cost of the project in **cash** and the district, depending on the availability of district grant funding, may be able to match the club's contributions, dollar-for-dollar, up to a maximum limit of \$6000.
- Clubs must retain original receipts for all district grant funded expenditures and provide copies to the district with their Final Report. Both the district and the clubs are required by TRF to retain copies of receipts related to grant funded expenditures in accordance with local laws and for a period of at least five (5) years following closure of the grant and D5500's acceptance of the club's Final Report.
- **International projects** must be coordinated with a Rotary club in the country where the project occurs. Supporting documentation is required.
- A club must be Qualified and in Good Standing in accordance with D5500 Bylaws in order to apply for a D5500 district grant. Current club Qualification requirements and status are posted on the D5500 website. Details may be obtained from D5500 Stewardship Chairman, Mary Straus at [rotarianmstraus@gmail.com](mailto:rotarianmstraus@gmail.com).

- **Qualification Exception.** All provisions of the *Club Qualification MOU* apply to D5500 clubs when applying for a D5500 district grant with the exception of the requirement in Para 4 requiring a separate bank account for each grant. While a separate bank account is not required for any D5500 district grant, clubs are still required to put controls in place to ensure strict accounting of all district grant funds, funds collected, and funding expenditures.

**Additional questions and assistance:** Further information regarding project eligibility is available on the Rotary International website at [www.rotary.org/grants](http://www.rotary.org/grants).

**D5500 District Grants Subcommittee Point of Contact:** Joe Puett at [jmpuett1@aol.com](mailto:jmpuett1@aol.com) or 2732 Brewer Drive, Sierra Vista, AZ 85650.



\* Check City Mwongeti: SAME AS MWINGI, KENYA

Project Number (Assigned by D5500) \_\_\_\_\_

### Rotary District 5790 District Grant Application 2020-2021

#### Application

Please type all information within this form

(NOTE: This is an MS WORD formatted document. Additional space between questions, when required, may be added by simply typing on the downloaded form.)

#### SECTION I. Project Description

*Actual Title:*

*Title* Project Name: Mwongeti Prenatal Clinic Utrta Sound PRENATAL Ultra Sound Equip  
*mwongi, Kenya* (Descriptive Title)

1. Club Name Fort worth South West Club Number: \_\_\_\_\_

2. Location of the Project. List the city, country, and (if applicable) the name and address of facility or organization where the project will take place. **Mwongeti Prenatal Clinic, PO Box 505, Kisii, Kenya.**

3. Kenya Kisii County Kenya District, Magena Division, Emesa Sub- Location, Bogeta Village

Rotary Foundation Six Areas of Focus. List the one Area of Focus that best describes the Project.

Focus Area: **Maternal & Child Health**

3. Project Description. Describe the project goals and the problem or need it will address (including the intended beneficiaries) and how it will address those needs. Describe the work that will be undertaken.

*To Purpose of*

The main program goals provide information. regarding

Confirming the fetal heartbeat and a uterine pregnancy

a baby's growth, development & Overall health.

Show images of the baby, anatomical sac, placenta & ovaries

Check the length of the cervix

Major anatomical abnormalities or birth defects

All pregnant women should receive more than one ultrasound during pregnancy

6 strengthen the capacity of the Mwongeti Prenatal Clinic by providing higher levels of diagnostic equipment & instrumentation

7 Expanding medical services with a better equipped Prenatal clinic to diagnose health needs.

The Bogeta Village mothers are thankful for a place to deliver in their village

. The Bogeta Village has met the physical requirements for the Prenatal Clinic.

6.The Clinic employs a staff of two Registered Nurses, Lab & Hygiene Technicians.

Est. Start Date (not earlier than November!5<sup>th</sup> 2020)

**Est. Completion Date:** not later than **December 15<sup>st</sup> 2020** \_\_\_\_\_

**4. Sustainability.** Describe how the benefiting community will maintain and continue the project after the grant funds have been fully expended.

**5. The Clinic manager has worked with community members to identify long-term goals and expected project outcomes**

**6. The community assessment results need to be incorporated into the grant. The results should describe:**

**7.  The community's resources are being used to implement prenatal serviced which now require additional Materials, instrumentation & Medical Equipment including the ultrasound equipment.**

**8.  The project is working to meet the Maternal & Child Health needs identified by the Mwongeti community which requires this additional Equipment and instrumentation.**

**9.  The long-term goals and outcomes will be training and education awareness by the expanded nursing staff hosting public community meetings**

**10 The Clinic will continue to sustain itself because the Kisii health Department has allowed the Level 4 clinic to use The Kenyan Health insurance card to pay for services.**

**10. Outcomes.** Describe in some detail how you will know if the grant was successful in meeting the goals of the project described in Project Description.

**11. There is no delay in seeking health care, reaching health care & Receiving health care**

**o Adolescent girls and women of reproductive age are waiting for this service.**

**The Clinic is prepared to care for the Pregnant, delivering, and postpartum women and girls**

**the Clinic is prepared to serve Children under age five, New born up to 30 days, old, Women, children at risk for non-communicable diseases.**

**Women and children at high risk for communicable or infectious diseases**

**The beneficiaries of the Mwongeti Prenatal Clinic are women and adolescent children requiring medical care. Patients and children will experience improved health care, a government vaccination program, Family planning, Female health education, and treatment resulting in better educated women and adolescent girls in the Bogeta Village and surrounding areas**

**12. Rotarian Participation.** Describe the role and specific non-financial contributions to be made by D5790 Rotarians in planning, implementing, and publicizing the project. Estimate the number of D5790 Rotarians you expect will participate in the project:

**District 5790 Rotarians from Fort Worth South West serve on Prenatal Clinic Committee with the Tucson Kino Rotary club of district 5500 including a retired nurse, a humanitarian who has worked with Kenya and an educator.**

**The Tucson Kino Rotary & Fort Worth South West Rotary Clinic Committee has discussed expansion of the maternal and child health project (ultra sound equipment) spending two hours each for a total of six hours.**

- **The Clinic Committee will continue to follow up with bi-monthly communications via WhatsApp for six months for a total of 18 hours.**
- **The Clinic Manager & the Project Finance Officer each Registered Nurses will continue to follow up after completion of the Project with bi-monthly communication via WhatsApp for a total of 30 hours.**
- **Rotarians from, the Rotary Club of Kikuyu and project finance officer will visit the site for follow-up to the project for a total of ten hours.**
- **The Clinic Manager will provide the logistics monitoring the needs of the Prenatal Clinic and the Project Finance Officer will purchase and see that installation of the equipment is done with local vendors using Rotary funds for a total of 20 hours.**

## **SECTION II. Project Planning**

1. **Equipment:** District 5750 and the sponsoring club are required to maintain a list of all major equipment purchased with grant funds and their current ownership and location. A list detailing each piece of equipment, the brand and model number, along with the owner and the location of the equipment is required in the Final Report. (NOTE: A Rotary club, Rotary district or Rotarian may not own anything purchased with Rotary grant funds.)

**The Purchases of ultrasound equipment and new technology will be from local sources, Replacement parts are readily available. from local vendors. The Clinic Manager & Project finance officer RN'S of the Clinic will select the specific technology or equipment, and they will be trained to operate, maintain, and repair it on their own.**

**New services will be provided at the clinic because of the new ultrasound technology purchased.**

2. **The ultrasound equipment, probe & printer purchased with grant funds will be maintained by the Mwongeti Women's Organization and Mwongeti Prenatal Clinic Manager.**
3. **The new Equipment will be kept in the clinic environment. And owned by the Mwongeti Clinic the Equipment and instrumentation is essential to the new services offered for the prenatal clinic.**
4. **The funding will come from Fort Worth West Rotary Club** Indicate who will be signing the checks for the equipment and items purchased with the grant funds. Will a separate bank account be established to hold the grant funds (not required for a District Grant) and, if not, how will the grant funds be accounted for so that when they are co-mingled with other funds their separate identity is not lost? When the project is audited it will be necessary to produce bank records of all deposits and expenditures for this grant project.

**The check will be signed by the Treasurer of the Fort Worth West Rotary Club and wired to Carolyne Oigo, Finance Officer for the project in Nairobi, Kenya for purchase of all equipment and materials for the Mwongeti Prenatal Clinic. All receipts will be emailed to the Treasurer of the Fort Worth West Rotary Club.**

**The Mwongeti Prenatal Clinic will maintain proper records and account for all income and expenses. The accounts will be prepared using standard accounting principles and**

**practices. The requirements, rules and regulations of the Ministry and Rotary International**

**will be followed. Receipts:** State how the receipts for expenditures of this grant will be maintained. Copies of all deposits to the grant account and receipts for all expenditures in excess of \$50 are required as part of the Final Report. (NOTE: Original receipts are retained by the Rotary club for five (5) years after the Final Report has been accepted as complete or longer if local laws require. Copies of all receipts will be provided to the district with the Final Report.)

**5. The receipts will be maintained by the Finance Officer of the Mwongeti Prenatal Clinic project, scanned and emailed to Jim Ervin Fort Worth West Rotary Club**

**6. Training:** Will training in the use and maintenance of equipment be necessary? If so, who will provide the required training and how will it be documented? **This project may require training by the supplier of the equipment**

**Customs and Duties:** If this is an International project, indicate what arrangements have been made for customs clearance if items will be purchased and shipped from outside the project country.

**7. All items will be purchased in the country to benefit the local economy**

**International Travel Expenses:** If you are including international travel in your project budget, please attach a separate sheet detailing **for each traveler** all travel expenses, fees, and related expenses that are included in this grant application. Research available itineraries and select a recently priced itinerary to send in with this application to validate cost estimates. Additionally, attach to the application biographic information for each traveler indicating whether or not they are Rotarians (and if so, from which club), detailing his/her unique qualifications, and his/her role in the project's implementation. (NOTE: Grant travel funds are not available for providing services that are otherwise readily obtainable in the project country.)

**SECTION III. Project and Rotary Contact Information:**

**1. Primary Club's Project Contacts:** Two (2) club Rotarians must be identified who will provide oversight and management of the project funds and the project. If two or more clubs are involved, one club must assume primary responsibility for preparing the grant application, administering the funds, maintaining the receipts, and for filing the Final Report.

**Club Primary Contact:**

Name: Jim Ervin Rotary Position/Title: Sectary

Postal Address: \_\_\_\_\_

\_\_\_\_\_

Home Tel: \_\_\_\_\_

Cell Tel: 817 583 4099

Business Tel: \_\_\_\_\_

Email: jjervin108@sbcglobal.net

**Club Secondary Contact:**

Name: \_\_\_\_\_ Rotary Position/Title: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Home Tel: \_\_\_\_\_

Cell Tel: \_\_\_\_\_

Business Tel: \_\_\_\_\_

Email: \_\_\_\_\_

**2. Cooperating Organization (if any):** If a school or school district is involved, they are always a Cooperating Organization.

Name of Cooperating Organization: NA

**Primary Contact:**

Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Home Tel: \_\_\_\_\_

Cell Tel: \_\_\_\_\_

Business Tel: \_\_\_\_\_

Email: \_\_\_\_\_

**Please furnish a letter or memorandum from the Cooperating Organization stating:**

- (1) That appropriate permissions have been granted to proceed with the project;
- (2) What resources and funds the Cooperating Organization will put into this project;
- (3) What they will do after the project funds have been spent to ensure continuation (sustainability) of the project.

**3. International Rotary Club (if an International project):**

Please furnish a letter or an email from the International Rotary Club stating that they agree to assist the D5500 Rotary club with supervision of the project, administration of the funds (if required), and that they will provide copies of all receipts when the project is completed.

Name of International Host Rotary Club Kitengela

District 9212

Country Kenya

**Club President:**

Name: Dr. Patricio Njeru

Postal Address: \_\_\_\_\_

\_\_\_\_\_

Home Tel: \_\_\_\_\_  
 Cell Tel: +254 7287 12718  
 Business Tel: \_\_\_\_\_  
 Email: patnjiru@gmail.com

**Primary Project Contact (if other than the Club President):**

Name: Paul Sillus Rotary Position/Title: International projects  
 Postal Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Home Tel: \_\_\_\_\_  
 Cell Tel: Tel +254 722 702 077  
 Business Tel: \_\_\_\_\_  
 Email: pasillu@gmail.com

**SECTION IV. Project Spending Plan.**

- Project Budget:** Please provide detailed pro-forma invoices or bid sheets for items totaling over \$1,000 and/or when most of the budgeted items will be purchased from the same supplier. (NOTE: Estimated invoices or bid sheets will be used to explain projected costs and to justify the club's requested match of district grant funds. Their use is not intended to limit flexibility but rather to establish a rational bases for the amount of grant funds requested.)
- Further supporting documentation used for the development of this budget may be requested. **The cost of in-kind and donated goods and services do not count towards the cash budget totals or contributions.**
- Budget Items** **Equipment list is attached priority items up to \$6,000 will be purchased**

Budget Items	Name of Supplier	Cost in \$US
a. <b>See Equipment List</b>	<b>Local Vendor</b>	<b>\$6,000</b>
b. <u>Ultra sound</u>	_____	_____
c. <u>Probe</u>	_____	_____
d. <u>Printer</u>	_____	_____
<b>TOTAL ESTIMATED COST:</b>		<b><u>\$6,000</u></b>

*PURCHASE of:*  
*for the purpose of*

- \* If a foreign currency is used, give the exchange rate used.
- Conflicts of Interest:** If an item or service is provided by a Rotarian or a Rotarian family member, please provide an explanation of why this should not be considered a conflict of interest and why it is in the best interests of the service project and Rotary to use this particular source (i.e., This might be the best bid of several provided for accomplishing the work or that there was no other source available).



5. **Competitive Bids:** D5790 encourages Rotary clubs to use a competitive bidding process when selecting a major supplier. If only one supplier is used without competitive bids then a statement as to why it is in the best interests of the service project and Rotary to use this specific source should be included in the Final Report. **The second bid was a cheap line of equipment from China with a low level of support on site**

**SECTION V: Project Financing Plan.**

1. **Project Financing:** List all Rotary clubs that will be providing funds and the cash amounts of their contributions. Also list any contributions by other organizations and potential beneficiaries. (NOTE: At least 50% of the total cost of the project must be provided in cash by Rotary club funding. No credit towards the grant funding can come from in-kind contributions of donated labor or for services from any other non-cash sources.)

Club Name(s) and Names of other Sources                      Contribution Amount (in \$US)

a. **Forth Worth South West**    **\$3,000**

b. \_\_\_\_\_

Matching District Grant Funds to be requested from D5500: **\$3,000**

Total Project Cost: **\$6,000**

**SECTION VI: Club Leadership Signatures [scan or take a picture of this signed page and submit w/ your application]**

The undersigned President and Primary Contact (two separate individuals and signatures are required) both confirm that all information contained in this application:

Is true and accurate to the best of their knowledge;

That the club has agreed to undertake this project as an activity of the Rotary club;

That the club will comply with the required reporting and financial responsibilities outlined in this Application and The Rotary Foundation's Terms and Conditions for Rotary Foundation District Grants and Global Grants; and

That a complete Final Report will be provided within 60 days of project completion and not later than May 1, 2021. In the event the project is not completed by May 1, 2021, a Progress Report will be filed along with a written request for an extension to a date certain.

For the Rotary Club of Fort Worth South Wet Date: 09/25/2020

Club President: \_\_\_\_\_  
(Print Name)

Signature: \_\_\_\_\_

**Club Project Contact (other than the Club**

**Jim Ervin** \_\_\_\_\_ (Print Name)

Signature: \_\_\_\_\_

**Submit the completed application to D5790 District Grants Subcommittee Chairman:**

**Dan Steele** [dsteellerrotary5790@gmail.com](mailto:dsteellerrotary5790@gmail.com)