

Rotary District 5790

Checklist for District Grant Final Report

Checklist of required materials to be submitted before grants are closed.

Preparing and submitting a District Grant final report:

The "Primary Contact" for the District Grant will perform the steps below:

- Step 1: Insure that all sections of the Individual Project Report (Final Report) form must be completed. For club projects, the certifying signature must be provided by a member of the club.
- Step 2: If necessary, follow up with project contacts to complete missing report information or to address eligibility issues. (i.e. MOU, 990) Please refer to the DG Eligibility Guidelines.

Please note the following required from the clubs:

- ☒ A completed final report with all necessary signatures and form dated.
- ☒ A **detailed listing** of all monies spent (Date purchased, check number, payee, payer, purpose of expenditure and date of delivery if applicable). Think spreadsheet with invoices attached or something similar.
- ☒ A copy of all invoices with appropriate dates.
- ☒ Invoices must be marked paid, with check number, dated and signed or they are not documentation of funds spent.
- ☒ Proof of payment must accompany all receipts, and the **Rotary club is to be the payer on all checks written.**
- ☒ A copy of **cancelled checks with endorsement in addition to the bank statements** showing payment. In the case of electronic check payments, ACH payments or wire transfers, the documents and bank statements should be clearly documented.
- ☒ When your **club check** is written to other **non-profit organizations**, a letter from that organization stating the **amount, date of gift, and purpose for which the funds will be/were used.**
- ☒ Scholarship monies **cannot** be written to individual students. The monies must be issued to the college or institution of higher education. Documentation showing that the student is enrolled is required. A letter from the organization granting the scholarship on college/ high school letterhead stating the amount of funds and the actual use of the funds.
- ☒ **No project is to benefit any Rotary club or Rotarian.**
- ☒ The district procedure for retaining documentation of all grant information is housed on the www.matchinggrants.org website.

Please make it easy for the district grant chair to follow the money. Your grant is one of many.

District Grant-Final Report Form 2022-23

Upload this completed form to your grant record at www.matchinggrants.org/district.

For any questions contact District 5790 District Grant Sub-committee chair Dusty Babitzke
dustybabitzke@yahoo.com

Do not sent this form directly to Rotary International.

Rotary Club:

Flower Mound

Project Number:

P-4649

Project Title:

Shelter Box Deployment Essentials

Project Description

1. Briefly describe the project. What was done, when and where did project activities take place, and who were the beneficiaries?

Funds for Shelter Box USA to deploy essential needs to Ukraine, Turkey, and Syria.

2. How many Rotarians participated in the project? 15

3. What did they do? Please give at least two examples.

Special Donations to fund project from

4. How many Non-Rotarians participated in the project? 0

5. What are the expected long-term community impacts of the project?

Assist in life saving essentials due to war and earthquakes

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

ShelterBox USA - lead

Financial Report (District must retain receipts of all expenditures)-The two yellow cells must be the same.

7. Income

	Amount
1. District Grant funds received from the District	2338
2. Other funding (specify) Rotary Club	4662
3.	
Total Project Income	9000.00

8. Expenditures (please be specific and add lines as needed) Vendors/Non-profit Expenditures: List

1. Check to Shelter Box #4008	9000.00
2.	
3.	
4.	
5.	
Total Project Expenditures	9000.00

9. 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 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



Date: July 29, 2023

Print name, Rotary title, and club

Randy Pope

Foundation Committee
Howe Mount Rotary

When completed, please upload to the documents section of www.matchinggrants.org, mark your grant "Reported" and notify the District Rotary Foundation Grant Sub-Committee Chair (DGSC):

Dusty Babitzke: dustybabitzke@yahoo.com

Check mailed mid June... cleared account 6/27/2023

Flower Mound Rotary Charities

32-61/1110

4008

DATE June 15, 23

PAY TO THE ORDER OF

Shelley Bush

\$9,000.⁰⁰/₁₀₀

DOLLARS

Nine Thousand & 00/100

CHASE

JPMorgan Chase Bank, N.A.
www.Chase.com

MEMO

P-4649

Shelley Bush

MP

11110006141

8615327914008

Security Features



Details on back



MAIL IN DONATION FORM

- ☐ **Where ShelterBox Needs It Most** Gift amount: \$ _____
Provides support for ShelterBox's most pressing needs which include but are not limited to: deployments, administration and emergencies.
- ☒ **Deployment Essentials** Gift amount: \$ 9000.00
Provides support for all costs associated with ShelterBox deployments, including but not limited to: lifesaving equipment, response teams, transportation, and collaboration with local or international partners.
- ☐ **Syrian Crisis** Gift amount: \$ _____
Provides direct support to all costs associated with the ongoing response within Syria and other affected countries/territories, including but not limited to: lifesaving equipment, response teams, transportation, and collaboration with local or international partners.

Donor Information ☐ Keep donation anonymous ☐ Please add me to monthly email newsletter

Name Rotary Club of Flower Mound
Address P.O. Box
City Flower Mound State TX Zip 75028
Phone (817) 896-2744 Email grrotary5790@gmail.com
Rotary Club Flower Mound District # 5790
District Grant P-4649

Check ☒ Enclosed *Please make payable to ShelterBox USA, Inc.*

Credit Card Address and phone are required above for processing.

☐ VISA ☐ MasterCard ☐ AMEX ☐ Discover

Card # _____

Cardholder Name _____

Exp. Date ____/____/____ CVV# _____

Recurring Gift Amount: \$ _____

☐ Monthly ☐ Quarterly ☐ Annually

Initials indicate
agreement to
recurring charge

Tribute ☐ In Honor ☐ In Memory

Name _____

Address: _____

I Learned about ShelterBox from:

Brian Glenn

• ShelterBox USA is a 501(c)(3) nonprofit organization registered in the state of Florida. Donations are tax deductible to the extent allowed by the law (EIN 20-0471604).

• ShelterBox will only distribute aid on the basis of need, when local capacity is overwhelmed and within safe and achievable operating parameters.

• Location-specific donations cannot be honored with the exception of the Syrian Refugee Crisis as they take place across multiple countries and there is no foreseeable end to the conflicts.

• A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE STATE OF FLORIDA DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE 800-435-7352 IN THE STATE OF FLORIDA. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL OR RECOMMENDATION BY THE STATE OF FLORIDA-CH17419. Other State Charitable Registration information can be found at

<https://www.shelterboxusa.org/disclaimers/>

ShelterBox USA

Mailing: PO BOX 5055, Santa Barbara, CA 93150
101 Innovation Place, Santa Barbara, CA 93108

T +1 (805) 608-2400

E info@shelterboxusa.org

ShelterBoxUSA.org

ShelterBox USA is a 501(c)(3) nonprofit organization. All funds received are for the benefit of the organization.



JPMorgan Chase Bank, N.A.
P O Box 182051
Columbus, OH 43218 - 2051

June 01, 2023 through June 30, 2023
Account Number: 000000861532791

CUSTOMER SERVICE INFORMATION

Web site: Chase.com
Service Center: 1-800-242-7338
Para Espanol: 1-888-622-4273
International Calls: 1-713-262-1679
We accept operator relay calls

00260188 DRE 201 219 18223 NNNNNNNNNN 1 000000000 64 0000

FLOWER MOUND ROTARY CHARITIES
5701 NAPLES DR
FLOWER MOUND TX 75028-2303



02601886201000000022

You now have more time to let us know about certain check errors on your account

In June we increased the timeframe for when you can make a claim for checks drawn on your account that have either been altered or that you did not authorize. You now have up to 60 days from when we make a statement available to make a claim on these items in order to be considered for reimbursement.

We've updated the **Safeguarding Your Information** section in our Deposit Account Agreement to reflect this change as well as provide additional information about our check claims process.

If you'd like a copy of the Deposit Account Agreement, please visit chase.com/business/disclosures, visit a branch or call us at the number on this statement. We also accept operator relay calls.

A reminder about the online FX international wire fee

As mentioned in your May statement, we haven't been charging the online FX international wire transfer fee that's included in your Chase Business Complete CheckingSM account agreement.

Starting on or after July 16, we will charge the \$5 fee if you send a wire transfer of less than \$5,000 USD from your checking account to a bank outside of the U.S. in foreign currency.

If you have questions, please call the number on this statement. We accept operator relay calls.

CHECKING SUMMARY

Chase Business Complete Checking

	INSTANCES	AMOUNT
Beginning Balance		\$89,437.80
Deposits and Additions	5	22,434.98
Checks Paid	8	-29,000.00
ATM & Debit Card Withdrawals	3	-1,657.72
Electronic Withdrawals	4	-126.95
Ending Balance	20	\$81,088.11

Congratulations, we waived the \$15 Monthly Service Fee for this statement period, based on your qualifying activity



June 01, 2023 through June 30, 2023
Account Number: 000000861532791

How to Avoid the Monthly Service Fee (MSF)

If you meet any of the following qualifying activities for this Chase Business Complete CheckingSM account in a statement period, we will waive the \$15 MSF.

Here's the business activity we used to determine if you qualified for the MSF waiver:

- \$2,000 Minimum Daily Ending Balance: Your lowest daily ending balance was \$80,227.78.
- \$2,000 Chase Payment SolutionsSM Activity: \$0.00 was deposited into this account.
- \$2,000 Chase Ink[®] Business Card Activity: \$0.00 was your total Ink activity.

You can also avoid the MSF if you:

- Maintain a linked Chase Private Client CheckingSM account OR
- Meet Chase Military Banking requirements

For complete details on all requirements to avoid the MSF, please review the Additional Banking Services and Fees for Business Accounts at chase.com/business/disclosures or visit a Chase branch.

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
06/05	Online Transfer From Chk ...0929 Transaction#: 17545706008	\$18,049.98
06/12	Orig CO Name: Intuit 40946765 Orig ID: 9215986202 Desc Date 230610 CO Entry Descr: Deposit Sec: CCD Trace#: 021000024425048 Eed: 230612 Ind ID: 524771990384400 Ind Name: Flower Mound Rotary Ch Trn: 1634425048Tc	3,000.00
06/16	Deposit	500.00
06/28	Orig CO Name: Intuit 35907335 Orig ID: 9215986202 Desc Date 230628 CO Entry Descr: Deposit Sec: CCD Trace#: 021000020752709 Eed: 230628 Ind ID: 524771990384400 Ind Name: Flower Mound Rotary Ch Trn: 1790752709Tc	100.00
06/29	Deposit	785.00
Total Deposits and Additions		\$22,434.98

CHECKS PAID

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
4008 ^	Shepherd Box	06/27	\$9,000.00
4084 * ^		06/22	2,000.00
4085 ^		06/14	4,000.00
4086 ^		06/12	1,000.00
4087 ^		06/13	2,000.00
4088 ^		06/08	3,000.00
4089 ^		06/08	4,000.00
4090 ^		06/08	4,000.00
Total Checks Paid			\$29,000.00

If you see a description in the Checks Paid section, it means that we received only electronic information about the check, not the original or an image of the check. As a result, we're not able to return the check to you or show you an image.

* All of your recent checks may not be on this statement, either because they haven't cleared yet or they were listed on one of your previous statements.

^ An image of this check may be available for you to view on Chase.com.

ATM & DEBIT CARD WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
06/02	Recurring Card Purchase 06/01 IN *Master Plan Bookke 972-9788843 TX Card 4450	\$150.00
06/26	Card Purchase 06/24 IN *Master Plan Bookke 972-9788843 TX Card 4450	1,485.00
06/30	Card Purchase 06/30 Amzn Mktp US*L79Ej49 Amzn.Com/Bill WA Card 4450	22.72
Total ATM & Debit Card Withdrawals		\$1,657.72



June 01, 2023 through June 30, 2023
Account Number: 000000861532791

ATM & DEBIT CARD SUMMARY

Stacey Ann Maness Card 4450

Total ATM Withdrawals & Debits	\$0.00
Total Card Purchases	\$1,657.72
Total Card Deposits & Credits	\$0.00

ATM & Debit Card Totals

Total ATM Withdrawals & Debits	\$0.00
Total Card Purchases	\$1,657.72
Total Card Deposits & Credits	\$0.00

ELECTRONIC WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
06/02	Orig CO Name: Intuit 74398285 Orig ID: 9215986202 Desc Date: 230602 CO Entry Descr: Acct Fee Sec: CCD Trace#: 021000026158578 Eed: 230602 Ind ID: 524771990384400 Ind Name: Flower Mound Rotary Ch Trn: 1536158578Tc	\$9.95
06/02	Orig CO Name: Intuit 75325215 Orig ID: 9215986202 Desc Date: 230602 CO Entry Descr: Acct Fee Sec: CCD Trace#: 021000026216481 Eed: 230602 Ind ID: 524771990384400 Ind Name: Flower Mound Rotary Ch Trn: 1536216481Tc	9.95
06/12	Orig CO Name: Intuit 41680505 Orig ID: 9215986202 Desc Date: 230611 CO Entry Descr: Tran Fee Sec: CCD Trace#: 021000024166601 Eed: 230612 Ind ID: 524771990384400 Ind Name: Flower Mound Rotary Ch Trn: 1634166601Tc	105.10
06/29	Orig CO Name: Intuit 36939915 Orig ID: 9215986202 Desc Date: 230629 CO Entry Descr: Tran Fee Sec: CCD Trace#: 021000024670834 Eed: 230629 Ind ID: 524771990384400 Ind Name: Flower Mound Rotary Ch Trn: 1804670834Tc	1.95

Total Electronic Withdrawals \$126.95

DAILY ENDING BALANCE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
06/02	\$89,267.90	06/14	92,212.78	06/27	80,227.78
06/05	107,317.88	06/16	92,712.78	06/28	80,327.78
06/08	96,317.88	06/22	90,712.78	06/29	81,110.83
06/12	98,212.78	06/26	89,227.78	06/30	81,088.11
06/13	96,212.78				

