



**DISTRICT 6960**  
**REGIONAL COMMUNITY ROTARY PROJECT**  
**Attachment A**  
**Supplemental Application Information**  
**2019-2020**

Because of the significant nature of the Regional Community Rotary Project additional information is being requested so the District Grants SHARE committee has a complete picture to evaluate the best project for the District. Please include all questions in your document. Do not skip any questions if for some reason a question is not applicable please list the question as written below in your document and put N/A in your document.

Please attach the following supplemental information with extended details into the Documents Tab of the District Grant entered into DACdb. Pictures, diagrams, Attachment B (Budget) or other files needing to describe the project can be uploaded into the Documents Area of the Grant in DACdb. By doing this it will help fully describe the project so the SHARE Committee has a complete and detailed picture of your project. Please follow the Procedures, Criteria, and Limitations as stated in the Regional Community Rotary Project Document.

1. The project proposed application must be entered into DACdb and all questions and information completed by June 30, in the Grant Module.
2. Community Need
  - a. Describe the community need that your project will address.
  - b. How did your project team identify this need?
  - c. How many people will benefit from this project? How will beneficiaries be identified?
3. Project Implementation
  - a. Summarize the steps needed to implement your project.
  - b. What is the timeline for implementation? Note: implementation cannot begin until RI approves the District Spending Plan estimates being around Sept 1 and project needs to be completed by end of the Rotary Year.
  - c. Describe any training, community outreach and/or educational programs that the project will include.
4. Budget/Funding (Attachment B)
  - a. Please complete Attachment B Budget Detail Spreadsheet.
  - b. Provide a budget to describe the key expenses and funding expected for the project. Note: the expense total should equal the funding total (including the district grant request)
  - c. Each participating club with the corresponding funding amount should be detailed in the Budget.
  - d. Budget should include any non-Rotarian organizations are donating money to this project.
  - e. Where will equipment/supplies be purchased for this project? Was competitive pricing obtained for large dollar purchases?
5. Public Relations
  - a. How the community will know this is a Rotary project?
  - b. If concepts of graphics, signs or other displays will be used please list details and/or show concept design details.
  - c. Where will Rotary graphics be placed? (Side of a truck, Plaque in front of a house, online etc.)
  - d. Will these graphics be permanent or temporary? If temporary, how long will they be displayed?



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6. Engagement

- a. How will Rotarians be engaged in this project? How many Rotarians will be engaged in the project?
- b. How will non-Rotarians be engaged in this project?
- c. Are you working with another organization to complete the project? If so, who is the organization's key contact and what roles will the organization play in the project?

7. Sustainability

- a. What is the estimated useful life of equipment that will be purchased?
- b. Is there training needed? If so, what is the training plan and who will perform training?
- c. If equipment, who will maintain the equipment after the completion of the project? How will any maintenance be funded after the project is completed?
- d. How will you measure the impact of the project? Who will collect the information?
- e. Who will oversee the continuation of the project after the grant-funded activities are completed?
- f. Have you found a funding source to sustain the project outcomes for the long term? Will any part of the project generate income for ongoing project sustainability?