

DISTRICT 7360 COMMUNITY GRANT PROJECT FINAL REPORT

Send electronic copies of this form to the following four people:

District Rotary Foundation Co-Chairs Swan Stull and Kelly Wike – swanss@ptd.net and kelly.wike.bvkb@statefarm.com

District Grant Co-Chairs Ken Martin and Pam Wagoner - kpmartin@stamps.org and depotflorist@yahoo.com

BY MAY, 2023

Rotary Club: Rotary Club of Shepherdstown, WV

Project Title: 2022 Back to School Back Pack Project

PROJECT DESCRIPTION:

1. Describe the project. What was done, when, and where did project activities take place?

The *Back-to-School Backpack project* was developed to provide up to **120 needy elementary school children** with a **backpack filled with school supplies** required by the schools for purchase by parents. The program included three Jefferson County, WV Title 1 Schools and a low-income day-care center for needy students. A Title 1 school is defined as having 40% or more of its student body coming from low-income needy families. The four schools included in the project are identified below:

1. T.A. Lowery Elementary School;
2. North Jefferson Elementary School;
3. Ranson Elementary School; and
4. Shepherdstown Day Care Center.

The supplies used to fill the backpacks were obtained from a bulk school supply vendor and meet the requirements developed by each school for its returning students. **A total of 30 backpacks per school** were provided to school administrators for distribution to selected needy students.

2. Who were the beneficiaries, how were they impacted by this project, and what humanitarian need was met? How many people benefited from this project?

Project beneficiaries included a minimum of **120 students**, at least that many parents, to many participating teachers, and to the **70 members** of the Rotary Club of Shepherdstown for knowing they are contributing to the well-being of our community.

The project provided much-needed assistance to needy families struggling to obtain school supplies for their children. The current shrinking economy and sky-high energy and food costs have stressed already meager budgets to the breaking point. Something as simple as assisting them with school supplies ultimately benefited the community, participating schools, parents and importantly, the kids themselves. Hopefully, the supplies provided to each student will last through the 2022-2023 academic year.

3. How many Rotarians participated in the project? What did they do?

A total of **24 club members** participated in the project. In **addition, 17 volunteers** consisting of Rotaract and Interact students, spouses and members' children also helped to organize supplies and fill the back packs.

Some of the key activities performed by the members included the following:

- Prepared the District Grant proposal;
- Provided liaison with the four participating schools;
- Researched school supply vendors;
- Organized supplies at the Shepherdstown Community Center;
- Solicited matching donations from Club members;
- Coordinated volunteers, work assignments, schedules and times; and
- Delivered the filled back packs to the four participating schools.

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

The four recipient schools identified above were the cooperating organizations in the project. However, no funding assistance was provided by any of the schools. Their roles in the project were to identify and distribute the backpacks to those needy students they deemed most appropriate.

FINANCIAL REPORT (District must retain receipts of all expenditures for at least five years)

Currency Used: USD

3 Income

Source of Income	Amount
Rotary Club of Shepherdstown membership contributions	\$4,144

Total Project Income: \$4,144

4 **Expenditures** (Please be specific and add lines as needed. Copies of all receipts must be attached.)

Budget Items	Name of Supplier	Amount
School Supplies (see invoice)	BLUSOURCE	\$4,065.88
78 Sets of Ear Buds	Walmart (cash donation)	\$78.00

Total Project Expenditures: \$4,143.88

9. District Reimbursement Request: \$1,849

Certifying Signature

By signing this report, I confirm that to the best of my knowledge these District Grant funds were spend only for eligible items in accordance with Trustee-approved guidelines, and that all 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, without limitation, use on or in the web sites, magazines, brochures, pamphlets, exhibition and any other promotional materials of RI and TRF.

Certifying Signature

Sean R. Murtagh Date 1/6/2023

Print name, Rotary title, and club: **Sean R. Murtagh, President, Shepherdstown Rotary Club**

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To be completed by the District Community Grant Committee Chair:

District Community Grant # _____

Individual Project Report # _____



BLU

2000 E. Seward Rd.
Guthrie, OK 73044

Invoice Page 1

Invoice Number: 0317143-IN

Invoice Date: 8/11/2022

Order Number: 0118646

Order Date: 8/8/2022

Account Manager: AMA2

Account Number: 0072972

Sold To:

Rotary Club of Shepherdstown, WV Charitable Fund,
209 Hunters Woods Ln
Martinsburg, WV 25404

Ship To:

Rotary Club of Shepherdstown
209 Hunters Woods Ln
Martinsburg, WV 25404-0534

Confirm To: Walter Elert

CUSTOMER P.O.	SHIP VIA	F.O.B.		PAYMENT TERMS			
	03			Prepayment			
ITEM NO.	DESCRIPTION	UNIT	ORD	SHIP	B/O	PRICE	AMOUNT
52-3024	Crayola Crayons 24ct	24CT	144	144	0	1.32	262.08
13806	Ticonderoga Sharpened Pencil 12PK	12PK	120	120	0	3.66	439.20
B17003	5" Blunt Tip Scissors	EACH	48	48	0	0.54	25.92
B17004	5" Pointed Tip Scissors	EACH	96	96	0	0.50	48.00
B19004	Folder Paper w/Brads Asst Ctr	C108	4	4	0	41.04	164.16
B16002	Erasor Pink Latex Free Beveled	EACH	120	120	0	0.14	16.80
B16021	Colored Pencil 12PK Pre-Sharpned	12PK	144	144	0	0.96	138.24
E503	Elmers 0.25oz (7g) Glue Stick Purple	EACH	240	240	0	0.72	172.80
E522	Elmers 0.21oz (6g) Glue Stick 2pk	2PK	144	144	0	1.54	221.76
B11012	Black Marble WR Composition Notebook 100CT	EACH	216	216	0	1.58	341.28
B11007R	Red WR Spiral Notebook 70CT Perforated	EACH	288	288	0	1.38	397.44
B16008	3-Ring Pencil Pouch w/View Window 10x7 Colors: Black, Blue, Green, Orange, Purple, and Red	EACH	120	120	0	1.38	165.60
B11002	WR Filler Paper 100CT	EACH	240	240	0	1.40	336.00
B15003	Broad Line Washable Marker 8ct	8CT	120	120	0	1.32	158.40
9932	Mead CR Composition Book 100CT	EACH	120	120	0	1.76	211.20
B15006	Highlighter Chisel Tip Yellow	EACH	144	144	0	0.28	40.32
B15012	Highlighter Chisel Tip Pink	EACH	144	144	0	0.28	40.32
B19004	Folder Paper w/Brads Asst Ctr	EACH	216	216	0	0.48	103.68
B17001	12" (30cm) Plastic Ruler	EACH	120	120	0	0.22	26.40
B14014	Red Ballpoint Pen	EACH	96	96	0	0.10	9.60
B16009	Dual Blade Barrel Pencil Sharpener	EACH	84	84	0	0.32	26.88
B11001	3x5 Ruled Index Cards 100CT	100C	48	48	0	0.90	43.20
B11018	3x3 Yellow Sticky Note 50ct	EACH	48	48	0	0.50	24.00

Continued



BLU

2000 E. Seward Rd.
Guthrie, OK 73044

Invoice Page 2

Invoice Number: 0317143-IN
Invoice Date: 8/11/2022
Order Number: 0118646
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Account Manager: AMA2
Account Number: 0072972

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Martinsburg, WV 25404

Ship To:

Rotary Club of Shepherdstown
209 Hunters Woods Ln
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Confirm To: Walter Eifert

CUSTOMER P.O.	SHIP VIA	F.O.B.		PAYMENT TERMS			
	03			Prepayment			
ITEM NO.	DESCRIPTION	UNIT	ORD	SHIP	B/O	PRICE	AMOUNT
BP0887	15" Economy Asst Solid Clrs Backpack	EACH	120	120	0	3.65	438.00



thank you for the opportunity to serve you!

Net Invoice: 3,851.28
Less Discount: 403.10
Freight: 617.70

Invoice Total: 4,065.88
Less Deposit: 4,065.88

Invoice Balance 0.00