

District Simplified Grant # _____

Individual Project Report # _____

To be completed by Rotarians. Return this form to your District.

Rotary Club: _____

Project Title: _____

Progress Report Final Report

Project Description

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 benefited from this project? _____
5. What are the expected long-term community impacts of the project?

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

Financial Report (*District must retain receipts of all expenditures*)

7. Income	Amount
1. District Simplified Grant funds received from the District	
2. Other funding (specify)	
3.	
Total Project Income	

8. Expenditures (please be specific and add lines on additional sheet as needed)

1.	
2.	
3.	
4.	
5.	
6.	
Total Project Expenditures	

9. By signing this report, I confirm that to the best of my knowledge these District Simplified 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. Receipts for all grant-funded expenditures have been provided to the district.

10. Certifying Signature _____ Date: _____

Print name, Rotary title, and club _____