

District/Governor's/Rotaract Grant Final Report Form

This report must be completed and uploaded on matchinggrants.org within 30 days after completion of the project but no later than 2 years after the date of approval of the project. For scholarships, the report is due 30 days after payment of funds.

Rotary Year 2024-2025

District Grant # (from matchinggrants.org) P-5214

Rotary Club: Foothills Rotary Club of Fort Collins

Project Title: Holiday Baskets

Project Description: To provide families in need in Larimer county with holiday baskets of food.

1. Is this a scholarship governor's grant report? Yes No (If yes, go directly to line 16)

2. Briefly describe the project. What was done and where did the project activities take place? Explain how the beneficiaries and other community members were involved?

Our club raised \$3,879.79 plus used the \$2,286.00 District Grant to provide holiday meal baskets to 81 families in need. Club members and their families assembled these baskets at the Food Bank of Larimer County in Loveland and distributed them the next day. Food was purchased through Safeway, the Food Bank as well as donated food items from the Food Bank. Beneficiaries were Neighbor to Neighbor, Care Housing, Crossroads Safehouse and Child Safe. These beneficiaries worked to identify the families in their communities that would benefit from the meals. Funds raised over the purchases amount were donated to the Food Bank of Larimer County.

3. How many Rotarians participated in this project? 35 Rotarians plus 16 family members. Additional members contributed to the fundraising.

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

- Club members met at the Food Bank of Larimer County on a Friday afternoon to assemble the 320 bags of food for the holiday meals.
- Club Members and family picked up the meals from the Food Bank on Saturday morning to distribute to 81 families.

5. How many non-Rotarians benefited from this project?

- 81 families were given meals with a total of approximately 200 people served.

6. Who are the beneficiaries and what is the expected long-term community impact of this project?

Beneficiaries:

- Neighbor to Neighbor
- Child Safe
- Crossroads Safe House
- Care Housing

This project provided great relief to those experiencing food insecurity in our community. Each family received four bags filled with food plus additional food for the winter break. The funds raised were used to match our grant, buy supplies needed to create the bags, buy additional groceries not available through the food bank and provide a welcome donation to the Food Bank of Larimer County. Food Bank donation was \$4,233.97!

7. If a cooperating organization was involved, what was their role?

The Food Bank of Larimer County allowed our club to purchase grocery items at a discount using their buying power as well as donated items they had available to add to our baskets.

8. Income:

Income Source	Amount
District Grant	\$2,286.00
Club raised funds	\$3,879.79
Total Project Income	\$6,165.79

9. Expenditures: (number receipts starting with 1 and indicate a receipt # (s) for each expenditure) (Do not include travel expenses)

If international project convert amounts to US dollars	Receipt # (s)	Budgeted Amount	Actual Amount
Receipt 1 Reusable Bags	1	200.00	172.07
Safeway Groceries	2	2,000.00	877.60
Food Bank Groceries Purchases	3	1,000.00	730.55
Doughnuts for Volunteers	4	50.00	43.92
Coffee for Volunteers	5	50.00	47.68
King Soopers Gift Card for Family	6	0.00	60.00
Total project expenditures		3,300	1,931.82

10. Please explain any variance of more than 5% between the budgeted amount and the actual amount including the reason for the variance and why the alternative was chosen.

- Our club was able to purchase food items using the deep discount of the Food Bank this year. We purchased less items from Safeway and saved a tremendous amount on our overall grocery costs.
- We purchased a gift card for King Soopers for a family whose meal basket went to the wrong address.

11. Project score (5=strongly, 4=agree, 3= neutral, 2=disagree, 1=strongly disagree)

	Project Score	Comments
The overall project was successful	5	
The grant process worked well	5	
My interaction with partner clubs was good	3	
We achieved the results we expected	5	

12. Did you upload photos in your project on matchinggrants.org under the Photos tab? (If not, please do so)

13. What worked well on this project and why?

The entire Foothills Club participated in raising funds. The club also used the fines collected at four meetings to help increase our monetary efforts. The attention to detail and the organized flow of both preparation / assembly day and delivery day made the process of getting these meals to families run smoothly.

14. What did not work well and how would you suggest improving it?

Every year we become more efficient and make notes for the following year. Next year we will use color coded bags to make delivery of meals easier for the volunteer drivers.

15. How was this project publicized? Within our Foothills Club

16. Scholarship Governor's grant only

- a. Name of scholarship awardee _____
- b. Current school _____
- c. University of college they will be attending _____
- d. Course of study _____
- e. Starting date _____

Project Inventory

Please list all items provided in this grant that are over \$500 in value and are not expendable.

- NONE

Item Purchased	Date of Purchase	Cost	Initial Destination/ Location	Comments

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 the information contained herein is true and accurate. Receipts for all grant-funded expenditures are attached. 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 to the photographs, including copyright, and hereby grant the District, RI and TRF a royalty free irrevocable license to use the photographs now or in the future, through the District and the world in any manner it so chooses and in any medium now known or developed. This includes the right to modify the photographs as necessary in the District's and 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 the District, RI, and TRF.

Please attach all receipts or an invoice and a copy of the check used to pay the invoice. Funds over \$100 not used must be returned to the district grants treasurer.

Certifying signature of primary contact:

Lisa Dunne _____ Date: 11/15/2025

Print name Lisa Dunne

Upload this report on matchinggrants.org in .pdf format only