



Matching Grant Report to Rotary Foundation (India)

Complete and return to:
Rotary Foundation (India)
Thapar House (Central Wing)
124, Janpath, New Delhi – 110 001, India
Fax: 91-11-42250191/192 Email : RFI@Rotary.org

- Progress reports are required by 31 May for the period ending 31 March.
- A final report is required within two months of the full expenditure of grant funds.
- Audited accounts, with original receipts and vouchers, must accompany each 31 March and final report.
- Keep a copy of each report for your records, and retain all records for eight years if original documentation is not being sent to RFI.

The primary partner Rotary clubs/districts must submit Progress Reports every twelve months during project implementation. The Final Report is due two months after completing the project.

Project Information

Matching Grant Number 3000 Project Country INDIA

☒ Progress report ☐ Final report Reporting Period from 07.02.2012 to 30.04.2012

Host Partner Rotary Club: KARUR ANGELS District: 3000

International Partner Rotary Club: VISTA District: 5340

Project Narrative

1. Briefly describe the project.

a. What were your original objectives?

To improve the menstrual hygiene among school / college girls by providing Sanitary Napkin Vending machines in school/college premises at affordable cost.

To dispose the used napkins in a safe/hygiene method by providing Incinerators in the girls toilets of school/colleges.

To create awareness among girl children about the importance of menstrual hygiene, the usage of sanitary napkins, & importance of safe/hygiene method of used napkin disposal

b. What was actually accomplished?

Order placed for Sanitary Napkin Vending Machines & Incinerators.

Already installed in two schools and got very good feedback from the teachers and girl students.

The International sponsor witnessed the installations, attended the inauguration and addressed the teachers and students about the objectives.

Once the schools are reopen after the summer holidays, the machines will be installed in rest of the 25 schools.
The orientation programs will be conducted as soon as the machines are installed.

c. When and where did the project take place, and who were the beneficiaries?

- Govt. Girls Higher Secondary School, Karur
- Govt. Higher Secondary School, Vellianai.

The School Children are the beneficiaries.

2. Scope change. If the project was changed, how and why was it changed?

NA

Rotarian Involvement and Oversight

3. How did Rotarians manage and oversee the project?

-Visited the supplier place to check the machines, place the order & to sign MOU.

-Visited the schools to discuss with the managements to check their interest in this project, to check the number of girl students in the school & to check the present conditions in schools on method of used napkin disposal, children access to sanitary napkins & etc.

4. How many Rotarians from the host partner club participated in the project? 30

5. In what way did the host Rotarians participate in the project? Please list all non-financial involvement.

- To oversee the installation
- To conduct orientation programs
- To supervise the use of the facility at regular interval
- To analyze the outcome of the project
- To handle the funds & to submit reports and accounts

6. How many Rotarians from the international partner club participated in the project? 2

7. In what way did the international Rotarians participate in the project? Please list all non-financial involvement.

-Visited the project sites in the 3rd week of March.

-Analysed the plans with host.

-Witnessed the installation of the machines.

-Addressed the school management & students about the objectives of this project, importance of menstrual hygiene, importance of safe/hygiene method

of used napkin disposal.

Community Impact

8. How many people benefited from the project?

1600

9. What was the impact of the project on the beneficiaries?

- Students were very happy to have the facility in the schools.
- Girl Students get hygiene awareness training.
- Girls could get the napkins whenever they need & they don't have to go back to home at menses period.
- Girls disposing the used napkins in a hygiene way & keeps environment clean.

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

- Community gets menstrual hygiene awareness.
- The attendance dropout will be reduced.
- Used Napkins will be disposed in hygiene method & keep school toilets clean.
-

Financial Statement

Currency Used: _____ INR _____ Exchange Rate: _____ =1 USD

11. Contributions and Income

Sources of Income	Currency	Amount
1. TRF Matching Grant Award and Contributions	INR	21,75,000
2. Other Contributions and Income (identify): AC OPENING BALANCE	INR	1000
3. Other Contributions and Income (identify):		
4. Interest Income (if any)	INR	9,993
Total Income	INR	21,85,993

12. Expenses (add rows as needed)

Budget Items	Name of supplier	Currency	Amount
1. Advance Payment to produce, supply & maintain 27 sets of Sanitary Napkin Vending machine & Incinerator.	Visaga Techno Systems, Coimbatore	INR	9,00,000
	Total:	INR	9,00,000

13. **Bank Statement**-A bank statement that supports the above statement of income and expenses must be attached to this report.

Important – please read:

- ☐ In India, government rules require that all unutilized funds be returned to Rotary Foundation (India)
- ☐ For grant awards over US\$25,000, attach an Independent Financial Review to each progress report and the final report.
- ☐ Keep all original receipts for at least eight years as required by local law. If you are sending the photocopy of documents, please send an undertaking to Rotary Foundation (India).

By signing this report, I confirm to the best of my knowledge that Matching Grant funds of INR 21,85,993 (club/district contributions plus The Rotary Foundation match) (club/district contribution(s), The Rotary Foundation and Rotary Foundation (India) match, and any interest earned), were spent according to Trustee-approved guidelines and that all of the information contained herein is true and accurate. Additionally, original receipts for all expenses incurred will be kept on file for at least eight years in case they are needed for auditing purposes.

14. **Certifying Signature** – Either the Host or International Partner must certify the report. If the grant is club sponsored the current club president must certify the report and if the grant is district-sponsored the district grants subcommittee chair must certify the report.

Print Name: G. NEELAVATHI

Signature: 

Date: 21.05.2012

Rotary title: PRESIDENT

Club: KARUR ANGELS

District: 3000

As part of our efforts to improve our grant program, we'd appreciate your feedback on the following questions:

A. Project Sustainability – select all that apply

- ☒ The project will continue to function without Foundation funds.
- ☒ Equipment purchased with grant funds is being maintained with local materials and expertise.
- ☒ If training was a component of the project, trainees are using their knowledge and skills.
- ☒ This project has provided community members with the skills, knowledge, or institutions that will allow them to help themselves.
- ☒ The community has initiated additional projects related to the same or similar problems.
- ☐ The project has not been sustainable.

B. Rotary Impact –select all that apply

- ☒ Our club or district's international Rotary connections are stronger as a result of this project.
- ☐ Club membership has increased as a result of this project.
- ☒ Visibility of Rotary in our community has increased.
- ☒ Our club's awareness of the needs in our community has increased.
- ☒ Volunteer activity in our club or district has expanded.
- ☒ Our club or district is more active in pursuing Foundation grants and Rotary programs.
- ☒ Awareness of the needs in our community has increased among Rotarians in other countries.
- ☐ Participation in this Matching Grant has not changed our club or district in any significant way.

C. Suggestions

Given your experience, do you have suggestions to improve the Matching Grants program?

If your project clearly demonstrates Rotarian involvement and is worthy of publication, please complete an RI Newstip Form, available on the RI website at http://www.rotary.org/newsroom/downloadcenter/pdfs/mg_newstip.pdf

Report Checklist

Does your report include the following?

- ☒ Time period of reporting
- ☒ How and what the project accomplished
- ☒ Rotarian participation, oversight and management
- ☒ Rotary impact
- ☒ Utilization certificate along with Statement of Receipts and Payments certified by Chartered Accountant.
- ☒ A bank statement in original or certified photocopy
- ☒ Original Bills of payments/expense vouchers or photocopy along with an undertaking
- ☐ Beneficiary Information (letter of appreciation from beneficiary/ Photographs/ newspaper clippings)
- ☐ Certifying signature
- ☐ Independent Financial Review for grant awards of US\$25,001 or more

Have you done the following?

- ☒ Made copies of the report for both the host and international partner
- ☐ Returned all unutilized funds
- ☐ Made a file to store the report and receipt copies for 8 years if originals not sent to Rotary Foundation (India)