

Host Club for Project:

- 1. Club Name: \_\_\_\_\_ District: \_\_\_\_\_ Zone \_\_\_\_\_
  - a. President \_\_\_\_\_ email \_\_\_\_\_ Ph: \_\_\_\_\_
  - b. Club meeting: Day \_\_\_\_\_ Time \_\_\_\_\_ Place \_\_\_\_\_
- 2. Completed how many MG's? \_\_\_\_\_ No R.I. problems (no disqualification, overdue reports, audits)? \_\_\_\_\_
- 3. Available now for WCS grants (how many "openings", of 5 max)? \_\_\_\_\_
- 4. History of WCS projects? Dates, descriptions, successes/failures: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- 5. Which other Internat. Clubs & Districts have you done projects? \_\_\_\_\_  
 \_\_\_\_\_

List on back side of paper each International partner that completed a WCS project with you - Rotary Clubs & NGO's ->

[for each one, list: Name of Club or NGO, District/Chapter, Key Contact, all Phone nos., e-mail, Project Name, Date(s), Status, Completion Date]

- 6. How involved/committed are members of club in project? \_\_\_\_\_
- 7. If any, what does your club specialize in? (See #15 below): \_\_\_\_\_
- 8. Is your Club committed to this community? This project? Please explain: \_\_\_\_\_  
 \_\_\_\_\_

- 9. **Project Lead/Coordinator** is: \_\_\_\_\_ email: \_\_\_\_\_  
 Phones: Wk \_\_\_\_\_ Hm \_\_\_\_\_ Cell \_\_\_\_\_  
 Mail/UPS: \_\_\_\_\_  
 City/Prov/PostCode \_\_\_\_\_ Country \_\_\_\_\_

- 10. Rate his/her skills in these areas (use **E**xcellent **G**ood **A**verage **P**oor)  
 English read/write? \_\_\_\_ e-Mail? \_\_\_\_ Internet research? \_\_\_\_ Digital photos? \_\_\_\_ Video? \_\_\_\_

- 11. Is MG application started (if any)? \_\_\_\_\_ When will MG applic. be complete? \_\_\_\_\_

- 12. **District WCS Chair:** \_\_\_\_\_ email: \_\_\_\_\_  
 Phones: Wk \_\_\_\_\_ Hm \_\_\_\_\_ Cell \_\_\_\_\_

- 13. **District Grants Chair:** \_\_\_\_\_ email: \_\_\_\_\_  
 Phones: Wk \_\_\_\_\_ Hm \_\_\_\_\_ Cell \_\_\_\_\_

- 14. Who else in your District must sign? Name: \_\_\_\_\_ Title \_\_\_\_\_  
 email: \_\_\_\_\_ Ph: \_\_\_\_\_ (put more people/info on back side)

- 15. How long is expected approval from current status, until submission to R.I.? \_\_\_\_\_

**The Project:**

16.  Water  Sanitation  Literacy  Microcredit  Health/Med/Dental  Hunger/Nutrition  Other \_\_\_\_\_

Describe type, details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17. **Community** (Its name; who will benefit; no. of households or people, etc.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**18. Feasibility & Sustainability** (describe fully)

a. Is project ready? When? What's needed? Infrastructure in place? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. Which "technology"? Appropriate to area? Tried & True? Engineering needed? Other special skills? Provided by whom?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. How will maintenance be done? \_\_\_\_\_

d. Does strong community support exist (describe)? Estim. # Hrs/Days \_\_\_\_\_  
\_\_\_\_\_

e. Training - who does it? When? Included in budget, or how paid? \_\_\_\_\_  
\_\_\_\_\_

19. Budget: Project Total \$ \_\_\_\_\_ Local Host Club \$ \_\_\_\_\_ Your District # \_\_\_\_\_ \$ \_\_\_\_\_

from International Partner Clubs \$ \_\_\_\_\_ NGO / Govt. or Other sources \$ \_\_\_\_\_

Describe fully; who pays what parts: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

20. Hands-On opportunity for International Clubs (describe what, when)? \_\_\_\_\_  
\_\_\_\_\_

**NGO / Nonprofit:**

21.  Partner for  funding or  doing work?  a Benefitted or  Cooperating Organization? Describe fully: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Govt Agency:**

22.  Partner for  funding or  doing work? Describe fully: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

23. What license, permit or contracts are needed for this project? \_\_\_\_\_  
\_\_\_\_\_

**Outcomes & Impacts**

24. What will be measurable outcomes/impacts of this project? Who will measure them? When, or at what Stages? \_\_\_\_\_  
\_\_\_\_\_

**The International Rotary Partner(s) are:**

25. Rotary District \_\_\_\_\_ Club(s) \_\_\_\_\_

Coordinator 1: \_\_\_\_\_ Ph (Wk/Hm/Cell): \_\_\_\_\_

Mail: \_\_\_\_\_ email: \_\_\_\_\_

Coordinator 2: \_\_\_\_\_ Ph (Wk/Hm/Cell): \_\_\_\_\_

Mail: \_\_\_\_\_ email: \_\_\_\_\_

Describe role/responsibility: \_\_\_\_\_  
\_\_\_\_\_

Which Club/Person will do:  Project Description \_\_\_\_\_  Budget/Invoices \_\_\_\_\_  Timeline \_\_\_\_\_

MG or DSG? \_\_\_\_\_  Final Report? \_\_\_\_\_  Find or work with Partner NGO? \_\_\_\_\_

Work with Govt Agency? \_\_\_\_\_

Describe recognition Int'l Clubs will get? \_\_\_\_\_  
\_\_\_\_\_ When? \_\_\_\_\_

**Follow-on Projects:**

How will follow-on projects be identified, and done? \_\_\_\_\_

What are likely follow-on projects? (Same type, literacy, micro-credit/enterprise) \_\_\_\_\_  
\_\_\_\_\_

<— Continue on reverse or added pages

Prepared by Stewart Martin, D5100 Water & Sanitation Coordinator; with help by several other WCS Rotarians