



Matching Grant Application The Rotary Foundation (TRF)

PROJECT DESCRIPTION

Explanation: Matching Grants support the humanitarian service projects of Rotary clubs and districts. In this section, describe in detail the humanitarian need your project will address, the intent of the project, how the project will be implemented, and how Rotarians will be directly involved in the project. Involvement is required of both the host and international partners.

Please provide the name of the project site, the city or village, state or province, and country. List multiple locations, if applicable.

Project site	<u>The Cancer Hospital of Ho Chi Minh City, #3 No Trang Long, Binh Thanh District</u>
City/Village	<u>Ho Chi Minh City,</u>
State/Province	<u>Ho Chi Minh Province</u>
Country	<u>Vietnam</u>

Describe the project and the problem or need it will address, including the intended beneficiaries and how the project will benefit the community in need. Provide the estimated length of time needed to complete the project.

The project is to establish a four bed Intensive Care Unit in the Department of Pediatric Oncology at the Cancer Hospital of Ho Chi Minh City. The hospital is the only facility available in the southern half of the country to treat children with cancer. At present, the hospital has NO pediatric ICU facilities. The incidence of children with certain childhood cancers is higher than in any other regional Asian countries, which doctors attribute in part to gene disorders resulting from the use of dioxins during the Vietnam War.

The hospital is the largest cancer treatment center in the southern half of Vietnam, serving a population of 50 million. There are currently no monitoring systems in the hospital for critically ill children. The biggest challenge for the doctors is keeping children alive following treatment. The establishment of an ICU will significantly improve their chances of survival. In the current situation, the health care providers lack the simple basic equipment to care for their young patients.

Procurement, shipping and installation of equipment will take 4-6 weeks.

Treatment of childhood cancer is one of the great success stories of medicine in the past 30 years. In developed countries, up to 3 out of 4 children can expect a cure. That is our goal for Vietnam.

Describe how the benefiting community will maintain this project after grant funding has been fully expended.

The hospital administration will contract with a local medical maintenance service provider to maintain the equipment in good working order. The cooperating organization, Assist International, will also help in the procurement of any spare parts, needed for maintaining the equipment, that might be difficult to obtain.

Describe specific activities of the host and international partners in implementing the project. What will the Rotarians who are members of the partner clubs do during the project? Please note that financial support is not considered active involvement. (See the Matching Grant application instructions for suggestions.)

HOST PARTNER: Rotary Club of Silom, District # 3350 is the District which will expand to encompass Vietnam when Rotary Clubs are re-established in Vietnam. District Governor Kasemchai Nitiwanakun and other Thai Rotarians are seeking to "Lead the Way" with important Rotary projects in Vietnam, such as this one, that can impact critical needs in the society and receive important recognition from the authorities about Rotary.

District Governor Kasemchai Nitiwanakun, a member in good standing of the Rotary Club of Silom, will provide the oversight for the purchase and shipment of equipment. Where equipment can be sourced regionally he will oversee the local purchase of quality equipment. Dist 3350 will insure that the project proceeds on time, so that everything is ready when the installation team arrives. Rotarians

from the District will then be involved during the installation of the project.

INTERNATIONAL PARTNERS: Rotarian Forrest Lloyd, a member in good standing of the Rotary Club of China Lake in Rotary District 5240, and District Governor Elect Brian McLeran, a member in good standing of the Rotary Club of Terra Linda in Rotary District 5150, have traveled at their own expense to Vietnam to review and organize this project, and have gone back and raised the necessary funds in their Rotary Districts.

Rotarians Lloyd and McLeran have also held meetings with the Cooperating Organization/Supplier ASSIST INTERNATIONAL in California. They will oversee the procurement, shipping, installation, training, and maintenance for the project.

Rotarian Sue McKinney, of the Rotary Club of Oakland Sunrise in Rotary District 5170, lives near the project site in Ho Chi Minh City and has been involved with the Project development since its inception. Rotarian McKinney has held several meetings with Governor Kasemchai Nitiwanakun and the Rotarians from the Rotary Club of Silom. Rotarian McKinney will provide close communication between District Governor Kasemchai Nitiwanakun, Rotary Club of Silom, local authorities and hospital administration during the execution of the Project. Rotarian McKinney has served as the in-country due diligence representative on prior Helping Grants to Vietnam, and the in-country GSE Coordinator for five GSE Teams to Vietnam since 2003. She has been appointed by RI President Elect Wilf Wilkinson commencing July 2008 to serve a three year term on the SEAsia Extension Committee which includes Vietnam.

HOST PARTNER

Explanation: The host partner is the club or district in the project country. A committee of at least **three** Rotarians must be established to oversee the project. The primary project contact must be a member of the primary club identified below. The project committee must be composed of members of the sponsor Rotary clubs for club-sponsored projects or district for district-sponsored projects. The committee members must be committed for the duration of the grant process. Please provide the primary address for all committee members, as all Rotary information will be sent to this address. It is highly recommended that the primary contact (who receives all information from TRF) have an e-mail address to expedite communication.

Primary Club/District

Club	<u>The Rotary Club of Silom</u>	Club ID number (if known)	<u>29186</u>
District	<u>3350</u>	Country	<u>Thailand</u>

Primary Contact:

Name	<u>Kasemchai Nitiwanakun</u>	Member ID	<u>2070075</u>
Club	<u>The Rotary Club of Silom</u>		
Rotary position	<u>District Governor 2006-07</u>		
Address	<u>501 Mooban Panya Soi 33, Suan Luang</u>		
City	<u>Bangkok</u>		
State/Province	<u>Bangkok</u>	Postal code	<u>10250</u>
		Country	<u>Thailand</u>
E-mail	<u>kasemxai@truemail.co.th</u>		
Home phone	<u>(66) 02.300.3542</u>	Office phone	<u>(66) 08.1720.8899</u>
		Fax	<u>+66.2717.6570</u>

Project Contact #2:

Name	<u>Chainant Ukosakul</u>	Member ID	<u>3371881</u>
Club	<u>The Rotary Club of Silom</u>		
Rotary position	<u>2006-07 Club President</u>		
Address	<u>Lockton Wattana Insurance Brokers (Thailand) Ltd., 35th floor, United Center Building, 323 Silom Road, Bangrak</u>		
City	<u>Bangkok</u>		
State/Province	<u>Bangkok</u>	Postal code	<u>10500</u>
		Country	<u>Thailand</u>
E-mail	<u>chainant@asia.lockton.com</u>		
Home phone	<u>+66.(0) 8.1821.3024</u>	Office phone	<u>+66(0) 2635.5000</u>
		Fax	<u>+66 (0) 2635.5111</u>

Project Contact #3:

Name	<u>Somsri Mekthon</u>	Member ID	<u>5129562</u>
Club	<u>The Rotary Club of Silom</u>		
Rotary position	<u>Assistant Governor</u>		
Address	<u>607/189 Soi Pradoo 1, Bangklo, Bangkorlaem</u>		
City	<u>Bangkok</u>		
State/Province	<u>Bangkok</u>	Postal code	<u>10120</u>
		Country	<u>Thailand</u>
E-mail	<u>s6898155@asianet.co.th</u>		
Home phone	<u>+66. (0) 8.1499.5288</u>	Office phone	<u>+66 (0) 2291.8532</u>
		Fax	<u>+66 (0) 2291.8531</u>

INTERNATIONAL PARTNER

Explanation: The international partner is the club or district outside the project country. A committee of at least **three** Rotarians must be established to oversee the project. The primary project contact must be a member of the primary club identified below. The project committee must be composed of members of the sponsor Rotary clubs for club-sponsored projects or district for district-sponsored projects. The committee members must be committed for the duration of the grant process. Please provide the primary address for all committee members, as all Rotary information will be sent to this address. It is highly recommended that the primary contact (who receives all information from TRF) have an e-mail address to expedite communication.

Primary Club/District

Club	China Lake	Club ID number (if known)	663
District	5240	Country	USA

Primary Contact:

Name	Forrest Lloyd	Member ID	3394881
Club	China Lake		
Rotary position	Club President 2006-07		
Address	118 North Gwenn Dr.		
City	Ridgecrest		
State/Province	CA	Postal code	93555- 3937
		Country	USA
E-mail	forrest@ridgenet.net		
Home phone	760 384-4685	Office phone	760 900-3205
		Fax	

Project Contact #2:

Name	Brian McLeran	Member ID	1985805
Club	The Rotary Club of Terra Linda		
Rotary position	District Governor Elect (5150)		
Address	385 Elm Avenue		
City	Larkspur		
State/Province	CA	Postal code	94939-2040
		Country	USA
E-mail	brianmcleran@aol.com		
Home phone	415 945 7874	Office phone	
		Fax	

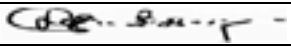

Project Contact #3:

Name	Peter Brown	Member ID	2126972
Club	The Rotary Club of China Lake		
Rotary position	Past President		
Address	958 N. Leslie Drive		
City	Ridgecrest		
State/Province	CA	Postal code	93555
		Country	USA
E-mail	b1earth@earthlink.net		
Home phone	760 446-7590	Office phone	760 446-2566
		Fax	

PROJECT FINANCING

Explanation: Clearly list all financing in U.S. dollars noting which funds will be contributed in cash and which will be contributed from District Designated Funds (DDF). Use of DDF must be authorized by the district Rotary Foundation committee chair. TRF matches US\$0.50 for every \$1 cash contribution and \$1 for every \$1 contribution from DDF. The primary host club or district must provide at least \$100.

NOTE: No funds should be sent to TRF prior to official Trustee approval. Upon approval, a letter will be sent to the sponsors notifying them of approval and providing detailed instructions on how and where to submit their contributions.

Host Rotary clubs or district inside the project country (The primary host club or district must provide at least US\$100.)	Cash (US\$)	DDF (US\$)	DRFC Chair (Print Name)	DRFC Chair Authorization
Silom	16,000			
District 3350		100	Sirichai Simaskul	
International Rotary clubs or district outside the project country	Cash (US\$)	DDF (US\$)	DRFC Chair (Print Name)	DRFC Chair Authorization
China Lake	8,000			
District 5240		5,000	Arnie Dowdy, PDG	
Terra Linda	15,800			
Subtotals, Cash and DDF	39,800	5,100		
TOTAL Cosponsor contributions	44,900			
Total funds requested from TRF (must be at least US\$5,000)	25,000			
Additional outside funding (not matched by, or forwarded to, TRF)	100			
Total project financing (must equal budget on page 4)	70,000			

PROJECT PLANNING

Explanation: Before an application is submitted to TRF, project partners should discuss various planning details. The questions below are a guide to aid project planning. Note that a Rotary club/district or Rotarian may not own anything purchased with grant funds.

Identify who will own equipment and maintain, operate, and secure items purchased with grant funds. (A Rotary club or Rotarian cannot own equipment.)

The Cancer Hospital of Ho Chi Minh City will own, maintain, operate and secure all items purchased and installed for this project.

Will training in use and maintenance of technical equipment be provided? If so, who will provide training?

Assist International will provide training to the staff at the Cancer Hospital of Ho Chi Minh City.

Is software necessary to operate any items? If so, has software been provided?

Any software needed is already built into the equipment being installed.

Indicate what arrangements have been made for customs clearance if items will be purchased and shipped from outside the project country.

Customs clearance will be done by ASSIST INTERNATIONAL and the SAPP - Sponsorial Association for Poor Patients (SAPP). SAPP is a Vietnamese organization, chaired by Chairman Nghiep, the former Chairman of the People's Committee of Ho Chi Minh City. The track record between Assist International and SAPP include past project support where equipment was imported with no duty. Chairman Nghiep has committed SAPP to be the Consignee of the medical equipment we will provide the Cancer Hospital. Therefore, the challenge of receiving the equipment in Vietnam will be personally met by the SAPP and the Chairman at no cost to the project.

Provision of plumbing and electrification to structures where people live or work cannot be purchased with grant funds and must be funded with other sources. Have the sponsor clubs/districts planned and agreed to fund plumbing or electrification for equipment and appliances in existing buildings (hospitals, schools, libraries, orphanages, etc.)?

Yes the hospital has other funds to do the renovations needed to properly receive the equipment.

COMPETITIVE GRANTS

Explanation: Competitive grants are grants requesting US\$25,001 or above from TRF. Competitive grants are reviewed twice a year at the October and April Trustees' meetings.

If your grant request is for US\$25,001 or above, a community needs assessment must be included. This assessment should demonstrate how the proposed project

- Involves the benefiting community
- Is viable and will be maintained by the benefiting community after grant funds have been expended

Please refer to *The Guide to Matching Grants* (144-EN) and the RI Web site (www.rotary.org) for additional information.

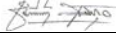

AUTHORIZATIONS



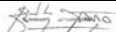



Explanation: Authorizations ensure that both partners are aware of, and interested in, pursuing the described project. By signing below, the current club presidents for club-sponsored projects and current district grants subcommittee chairs for district-sponsored projects, as well as the committee members, agree to the criteria listed and affirm their support of the project.

All Rotary clubs, districts, and Rotarians involved in this project are responsible to The Rotary Foundation (TRF) for the conduct of the project and its subsequent reporting. The signatures of all involved parties confirm that they understand and accept responsibility for the project. Parties may either sign this page or submit a separate letter of commitment.

By signing below, we agree to the following:

- All information contained in this application is, to the best of our knowledge, true and accurate, and we intend to implement the project as presented in this application.
- The club/district agrees to undertake this project as an activity of the club/district.
- We ensure all cash contributions (as detailed in Project Financing) will be forwarded to TRF or directly to the project account after Trustee approval of the grant.
- RI and TRF may use information contained in this application to promote the project by various means such as The Rotarian, the RI international convention, RVM: The Rotarian Video Magazine, etc.
- The partners agree to share information on best practices when asked, and TRF may provide partners' contact information to other Rotarians who may wish advice on implementing similar projects.
- To the best of my knowledge and belief, except as disclosed herewith, neither I nor any person with whom I have or had a personal or business relationship is engaged, or intends to engage, in benefiting from TRF grant funds or has any interest that may represent a potential competing or conflicting interest. A conflict of interest is defined as a situation in which a Rotarian, in relationship to an outside organization, is in a position to influence the spending of TRF grant funds, or influence decisions in ways that could lead directly or indirectly to financial gain for the Rotarian, a business colleague, or his or her family, or give improper advantage to others to the detriment of TRF. (NOTE: Any and all exceptions must be explained in an attached statement.)

Host Partner		International Partner	
<input checked="" type="checkbox"/> Club president (club-sponsored) <input type="checkbox"/> District grants subcommittee chair (district-sponsored)		<input checked="" type="checkbox"/> Club president (club-sponsored) <input type="checkbox"/> District grants subcommittee chair (district-sponsored)	
Name	Chainant Ukosakul	Name	Forrest Lloyd
Title	President	Title	President
Rotary Club	The Rotary Club of Silom	Rotary Club	The Rotary Club of China Lake
District #	3350	District #	5240
Signature		Signature	
Date	17 Jan 2007	Date	20 Jan 2007

Primary Contact		Primary Contact	
Name	Kasemchai Nitiwanakun	Name	Forrest Lloyd
Signature		Signature	
Date	15 Jan 2007	Date	20 Jan 2007
Project Contact #2		Project Contact #2	
Name	Chainant Ukosakul	Name	Brian McLeran
Signature		Signature	
Date	17 Jan 2007	Date	21 Jan 2007
Project Contact #3		Project Contact #3	
Name	Somsri Mekthon	Name	Peter Brown
Signature		Signature	
Date	18 Jan 2007	Date	23 Jan 2007



COOPERATING ORGANIZATION

Explanation: A *cooperating organization* is an organization that is directly involved in the implementation of the project, offering technical expertise and project coordination. A *benefiting entity* is the recipient of goods or services and is not considered a cooperating organization.

If this project involves a cooperating organization (neither a Rotary club nor the beneficiary of the project), provide the following:

Name of organization Assist International		
Street Address PO Box 66396		
City, State/Province Scotts Valley, CA	Postal code 95067	Country USA
Office phone 831 438-4582	Fax 831 439-9602	
E-mail bpagett@assistinternational.com	Web address www.assistinternational.org	

In addition to the above, the following must be attached:

- Letter of participation from cooperating organization that specifically states:
 - Its responsibilities and how it will interact with Rotarians
 - The organization’s agreement to cooperate in any financial review of the project
- A letter of endorsement from the host partner confirming that the cooperating organization works within that country’s laws

FINAL REPORT

Explanation: Although both partners are responsible for completing progress and final reports, the Trustees require that one partner take primary responsibility for submitting the final report to TRF. It is recommended that the club or district receiving the funds should take primary responsibility.

“By signing below, our club/district accepts primary reporting responsibility.”

Print name Kasemchai Nitiwanakun	Signature
Rotary club The Rotary Club of Silom	District 3350

DISTRICT GRANTS SUBCOMMITTEE CHAIR REVIEW

Explanation: The Trustees require that the district grants subcommittee chair (DGSC) from either the host or international sponsor district certifies the application as complete. If the application is not complete or eligible, it will be returned to the host partner with a brief explanation.

“On behalf of the committee, I hereby certify that to the best of my knowledge and ability this grant application is complete, meets all TRF guidelines, and is eligible for funding.”

Print name of DGSC Maria Berntson	Signature
District 5240	Date 2/5/07

COMPLETION CHECKLIST

Before submitting your Matching Grant application, please take a moment to review this checklist. If you have any questions or concerns, please contact the Humanitarian Grant Coordinator for the project location.

- Does the project meet **all** grant policies and guidelines (see *The Guide to Matching Grants* [144-EN] or the RI Web site at www.rotary.org)?
- Does the project description clearly state how the project will assist those in need?

- Are the activities of the host and international partners clearly explained? Will the Rotarians be actively involved in the project?
- Have both the host and international partners created committees to oversee the project? Are these individuals correctly listed on the application with their complete contact information?
- Is a detailed, itemized budget included in the application?
- Are all partner contributions listed in the application, noting which contributions will be cash and which will be DDF?
- Has the DRFC chair provided his/her signature authorizing the use of District Designated Funds?
- Have the club presidents or district grants subcommittee chairs from the host and international partner provided their authorizing signatures?
- Have all six committee members provided their authorizing signatures?
- If a cooperating organization is involved, are the following letters included with the application:
 - Letter from the organization specifically stating its responsibilities, how it will interact with Rotarians, and agreeing to cooperate in any financial review of the project
 - Letter of endorsement from the host partner confirming that the cooperating organization is reputable and works within the laws of that country
- If the project involves a revolving loan or microcredit, is the Revolving Loan Fund Supplement and Credit Group Plan included?
- If the grant request is US\$25,001 or more, is a community needs assessment attached?
- Has the district grants subcommittee chair from either the host or international partner certified the application as complete and eligible?
- Is there a minimum of nine authorizing signatures included in the application?
- Have the partners made copies of all documents for their files prior to submitting them to TRF?

Complete applications should be sent to:



Humanitarian Grants Program
 The Rotary Foundation
 One Rotary Center
 1560 Sherman Avenue
 Evanston, IL 60201-3698 USA
 Fax: 847-866-9759
 E-mail: grants@rotary.org