



# Woodland Rotary Endowment

PO Box 31, Woodland, CA 95776

EIN 68-0270150

## Board Meeting Minutes of May 15, 2025 e-meeting

**E-Meeting:** President Tony Delevati sent out an email to all Board members on May 15, 2025 (copy attached) requesting a vote on a recommendation presented by the Club's Board of the Directors to approve a District Grant application for the 2026 Woodland KinderCamp from Woodland Rotary Club with a pledge of \$7,000 from the Endowment's Community Fund. Supplemental information provided by Kris Kristensen is also attached.

**Results:** Each Board member submitted a reply email submitting their vote on the request. All Board members voted in favor of the request (9 ayes, 0 noes).

Respectfully submitted, Kris Kristensen, Secretary

**kristensen.kris50@gmail.com**

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**From:** Tony Delevati <tdelevati@UDCPAS.com>  
**Sent:** Thursday, May 15, 2025 2:07 PM  
**To:** kristensen.kris50@gmail.com; Thomas Schwarzgruber; Lisa Martinez; aniek@vanbeurden.com; beggsra@gmail.com; ckbrooker@aol.com; nroncoroni@gmail.com; Dstroski@aol.com; smseyk@gmail.com  
**Cc:** Mark Ullrich; Robert Nakken  
**Subject:** District Grant Application  
**Attachments:** District Grant Application.pdf; Memorandum.pdf

Hello everyone,

We have received a grant application that needs to be reviewed and voted on quickly as it relates to a district grant that must be filed by 5/22/25. The grant is for \$7,000 for the Woodland KinderCamp. I have attached the Memorandum of Understanding as well as the District Grant Application. This request has been approved by the Club's Board of Directors, and they have forwarded it on to use for final approval. These will be monies from our Community Fund. I made notes on the memorandum regarding the participation of the Sunrise Club, what is being requested from the District, and how much the United Way will be participating. The grant is for hard cost only, NO salaries will be paid from the grant funds.

If you have any questions, please distribute them to all board members. I would like an email vote on this by Monday the 19<sup>th</sup>.

Thank you all for your attention.

Tony

**Anthony J Delevati, CPA, CAP | Managing Partner**

Ullrich Delevati, CPAs | 433 Second Street, Suite 106 | Woodland, CA 95695-4065

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It is our business to know your business

This message may contain confidential and/or privileged information. If you are not the addressee or are not authorized to receive this for the addressee, you must not use, copy, disclose, or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by reply e-mail and delete this message. Thank you for your cooperation.

**2023-24 DISTRICT Grant Application - District 5160**

- All information in this application must be complete for your project to be considered for a District Grant DDF Allocation.
- For uploaded documents, save as PDF before uploading.
- Please limit the descriptive comments to no more than 300 words or 10 lines of text

**Applicant**

**Lead Club** Rotary Club of Woodland

**Primary Contact** MARK MUIRICH

**Phone** 530-666-6671 ext 122

**Email** MUIRICH@USCAPS.COM

**Secondary Contact**

**Phone** BLAIR VOELZ

**Email** bvoelz@shcglobal.net

**1 - Club Cooperation** - Participating clubs are listed in the CLUBS INVOLVED tab. Here describe type of participation

**Type of Support** . **Number of Clubs** 2

**Financial & Manpower**

**Financial Only** Rotary Club of Woodland/Woodland Sunrise  
LPT 8 hrs

**Manpower Only** United Way California Capital Region

**Total number of Clubs** 2

**2 - Club Qualifications**

Has one member of your club attended the January 28th, 2023 Rotary Foundation Day?

☒ YES  
☐ NO

The grant application cannot be accepted without the Club Memorandum of Understanding, signed by the 2023-24 and 2024-25 Club Presidents and filed as part of this application. Once this application is saved, click on the Documents tab - then "Documents" - to upload the MOU. Once complete, return here to change from NO to YES

☐ YES  
☒ NO

MOU sample

You are required to enter your TRF goals into Rotary Club Central. Has that been completed?

☐ YES  
☒ NO

Is your club current on taxes and RI & District dues?

☒ YES  
☐ NO

Has your grant request been approved by the Club's Board of Directors, President, and President-Elect?

☒ YES  
☐ NO

Rotary Club of Woodland only

Have the Primary and Secondary Club contacts read the 2023-24 Rotary District 5160 District Designated Funds, District Grant and Global Grant Policy and understand that the District Grant application process and any Grant resulting from your application will be governed by these guidelines?

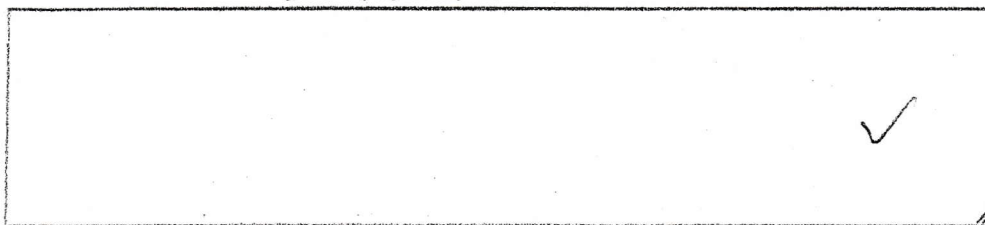
☐ YES  
☒ NO

not yet

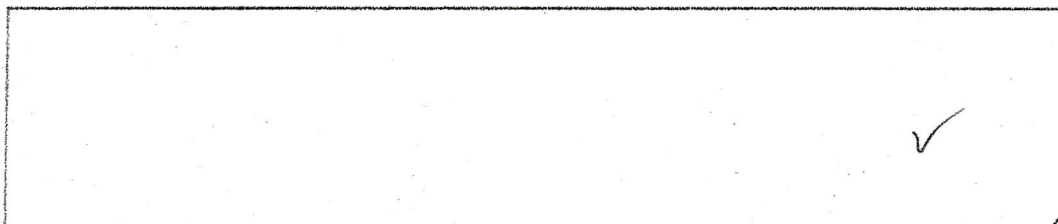
Has your Club President added the President Elect and the Lead Grant Writer as Authorized Signers for the purpose of Grant Submission?

yes

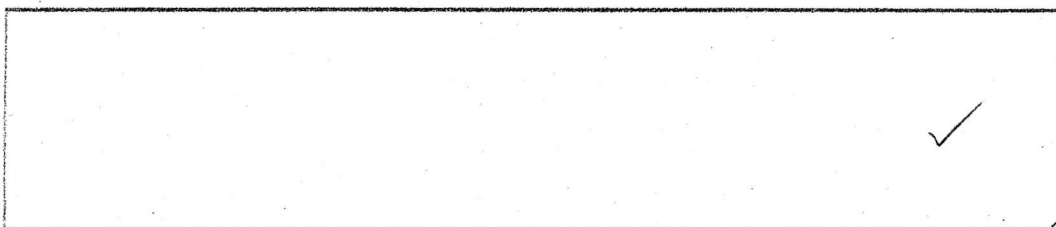
**3 - Grant Objectives** - Provide a broad statement of your objectives. What do you hope to accomplish? Detail the project's impact on the community it serves, including who will benefit. Why is this project important?



**4a - Project Plan** - Provide a concise plan on how the project will be carried out. What tasks will be carried out to accomplish your objectives?



**4b - Project Plan** - Who will carry out the above tasks?

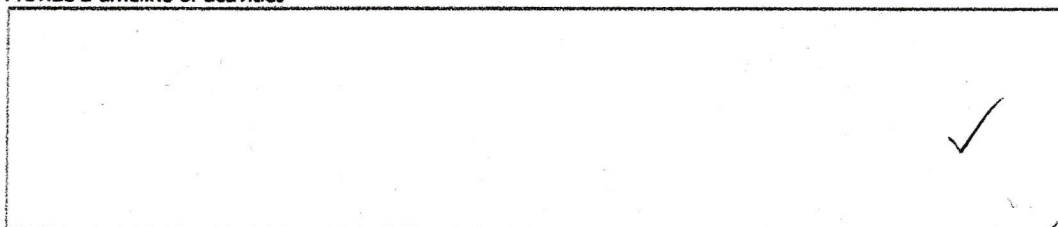


**5 - Grant Timeframe -**

Start Date:

Completion Date:

Provide a timeline of activities



**6 - Please list non-Rotary cooperating organizations, if any (e.g., community groups, and detail the role they will execute during the grant process):**

No.	Organization	Role
		✓



1.		
2.		
3.		
4.		

**7 - Sustainability** - How much lasting impact will the project have beyond the grant?  
Describe commitments made to continue the project beyond the grant.

**8 - Visibility** - Detail how the project and Rotary's involvement will be promoted in the community.

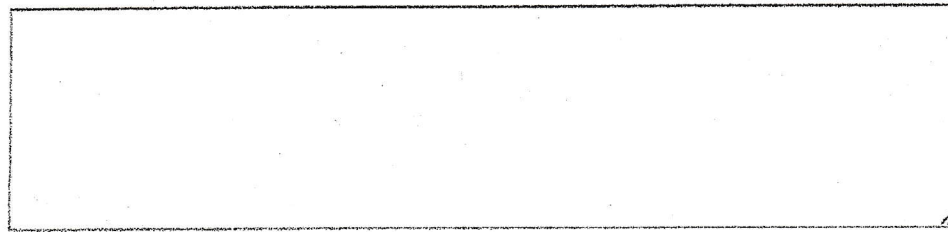
**9 - Rotary Involvement** - Detail how Rotarians will be involved in the project:

**10a** - List any other circumstances you wish the Grant Review Panel to take into consideration when reviewing this application. *Supporting Woodland School in supporting Kiddlecare program*

**10b** - Are there any conflicts of interest, e.g., Rotarians serving on a board or financial position of the benefactor organization? If so, please list and explain. *NA*

**10c** - If there are more requests for DDF than what is available and the district might have to reduce DDF for your project, would you be able to do your project? If so, by what amount could your DDF funding be reduced? *\$10,000*

**10d** - If your grant application is for a project located outside the United States please explain why it cannot be developed under the parameters of a Global Grant. *NA*

**11 - Club Statement Agreement**

This document is the ELECTRONIC APPLICATION defined in Section 2(d)(3) of the Memorandum of Understanding (MOU) provided by the Rotary District for Clubs participating in the District Grant Program. It is an agreement between the Club and District 5160 explaining what measures the Club will undertake to ensure proper implementation of District Grant activities and management of Rotary Foundation Grants Funds. By authorizing this document, the Club agrees it will comply with all Foundation requirements contained within the MOU. Club MUST submit a Closing Report within 60 days of project completion.

Yes, I Understand and accept the terms of the Club Statement Agreement. 2

**12 -Trustee Guidelines & Matching Grant Awards Terms & Conditions**

By signing this grant request, I confirm that our Rotary Club is requesting a District Grant in the amount above, and will be spent in accordance with Trustee approved guidelines and the Terms and Conditions of Matching Grant Awards. All of the information contained herein is true and accurate.

Yes, I Understand and accept the terms and conditions. 2

## **Rotary Grant Application 2025**

Please limit the descriptive comments to no more than 300 words or 10 lines of text.

### **3 Grant Objectives – Provide a broad statement of your objectives. What do you hope to accomplish? Detail the project's impact on the community it serves, including who will benefit. Why is this project important?**

KinderCamp is a structured, four-week summer program for preschool-aged children who have not had access to formal early childhood education. It builds essential literacy, math, social-emotional, and physical skills to ensure a confident start to kindergarten. Program goals include: 1) Improved kindergarten readiness, 2) Long-term academic success, and 3) Stronger family and community engagement. KinderCamp closes early learning gaps, especially for under resourced families, and provides equitable access to high-quality preparation. Research shows that children without kindergarten readiness are more likely to struggle academically and miss future opportunities. By intervening early, KinderCamp promotes lifelong success and strengthens community equity.

### **4a Project Plan – Provide a concise plan on how the project will be carried out. What tasks will be carried out to accomplish your objectives?**

The KinderCamp project will be carried out through a structured, four-week summer program following six months of strategic planning with school districts and community partners to identify sites and align goals. Key deliverables include curriculum development, staff hiring and training, student recruitment, student assessments, and family engagement. During implementation, program leaders will deliver daily instruction through a play-based learning approach that integrates literacy, math, social-emotional learning, and physical development. This developmentally appropriate method fosters curiosity, creativity, and active engagement, helping children build foundational skills in a meaningful and enjoyable way. Families will be engaged through workshops and take-home resources that reinforce learning at home and strengthen the home-school connection. The program will conclude with post-assessments and outcome analysis to measure impact and inform ongoing program improvement.

### **4b Project plan – Who will carry out the above tasks?**

The Director of Community Impact will oversee the overall planning and implementation of KinderCamp, including managing community partner engagement, family outreach, and student enrollment. Program leaders will be responsible for delivering daily instruction, administering assessments, and ensuring effective curriculum delivery. The Senior Director of Program Analytics and Evaluation will lead the analysis of assessment data and program outcomes to measure impact and drive continuous improvement. Additional United Way staff and community partners will support program logistics and special events.



**5 Grant timeframe -**

Start date: December 2025

Completion date: August 2026

Provide a timeline of activities

Phase	Month(s)	Activities
Planning	December 2025	Initiate planning meetings with school districts and community partners; define goals, roles, and responsibilities; begin identifying and securing school sites.
Program Development	December 2025 - March 2026	Develop curriculum; design assessment tools; create family engagement plan; draft recruitment materials.
Student Recruitment + Program Logistics	March 2026 - June 2026	Launch outreach and enrollment; finalize school sites; hire and train staff; procure materials and supplies.
Program Implementation	June 2026 - July 2026	Deliver full-day instruction (8:00 AM–5:00 PM); monitor student progress; conduct family events and activities.
Evaluation and Wrap-Up	July 2026 - August 2026	Conduct post-assessments; collect feedback; analyze data; complete program report and planning debrief.

**6 Please list non-Rotary cooperating organizations, if any (e.g., community groups, and detail the role they will execute during the grant process):**

No.	Organization	Role
1.	YMCA of Superior California	Supports with program implementation
2.	Woodland Joint Unified School District	Supports with identifying school site
3.	Washington Unified School District	Supports with identifying school site
4.		



**7 Sustainability - How much lasting impact will the project have beyond the grant? Describe commitments made to continue the project beyond the grant.**

KinderCamp is designed for long-term impact by equipping children with foundational skills that influence their entire academic journey. The program fosters lasting family engagement and community collaboration that extends beyond the summer session. The curriculum and implementation model will be refined for replication and scaling in future years. Assessment data from the program will be used to advocate for sustained public and private investment. United Way and its partners are committed to sustaining KinderCamp through continued funding efforts and integration into broader early learning strategies.

**8 Visibility - Detail how the project and Rotary's involvement will be promoted in the community.**

United Way will highlight Rotary's support in all promotional materials, including flyers, social media posts, press releases, and newsletters distributed to local families, schools, and community organizations. Branded banners and signage acknowledging Rotary's contribution will be displayed at program sites and during family events. Rotary members will be invited to participate in the KinderCamp Graduation, where their support will be formally recognized. Additionally, impact stories, photos, and testimonials will be shared across digital platforms and local media to showcase the program's outcomes and Rotary's role in making it possible. This visibility will reinforce Rotary's commitment to education and community impact.

**9 Rotary Involvement - Detail how Rotarians will be involved in the project:**

Rotarians will have an opportunity to play an active and visible role in the KinderCamp project through direct involvement and support activities. Members will be invited to participate in program events such as the KinderCamp Graduation to build connections with families and students. Rotarians will also be able to volunteer on-site by assisting with classroom activities, reading to children, or helping with other program activities. Additionally, they can support behind-the-scenes efforts such as assembling book bags or preparing materials. Their involvement will not only enhance the student experience but also strengthen community ties and demonstrate Rotary's commitment to early childhood education.

**10a - List any other circumstances you wish the Grant Review Panel to take into consideration when reviewing this application.**

**10b - Are there any conflicts of interest, e.g.. Rotarians serving on a board or financial position of the benefactor organization? If so, please list and explain.**

Mark Ullrich is a UWCCR board member and Rotarian. UWCCR maintains a conflict of interest policy and should concerns be noted, we will take action to alleviate an issues/concerns.

**10c - If there are more requests for DDF than what is available and the district might have to reduce DDF for your project, would you be able to do your project? If so, by what amount could your DDF funding be reduced?**

We appreciate any assistance and should funding be reduced we would continue to move forward with this project.

**10d - If your grant application is for a project located outside the United States please explain why it cannot be developed under the parameters of a Global Grant.**

N/A

#### **11 - Club Statement Agreement**

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Yes, I Understand and accept the terms of the Club Statement Agreement.

#### **12 - Trustee Guidelines & Matching Grant Awards Terms & Conditions**

By signing this grant request, I confirm that our Rotary dub Is requesting a District Grant In the amount above, and will be spent in accordance with Trustee approved guidelines and the Terms and Conditions of Matching Grant Awards. All of the information contained herein is true and accurate.

Yes, I Understand and accept the terms and conditions.

Category	Amount Requested
Program Supplies	\$ 5,000.00
Books	\$ 4,000.00
Food	\$ 2,500.00
Facility rental	\$ 2,500.00
Graduation Supplies	\$ 1,000.00
<b>TOTAL</b>	<b>\$ 15,000.00</b>



Justification
This will fund decorations, school supplies, manipulatives, backpacks, student tshirts, and gift cards, to enhance their learning experience and provide essential materials. Calculated at \$125/student x 40 students = \$5000.
Each student will receive a new book daily, with an average cost of \$5 per book. Over the 20-day program with 40 students, this ensures they have access to 20 different books, promoting reading and learning. Calculated at \$5.00/book x 20 books/student x 40 students = \$4,000. This budget ensures that each student receives a new book daily, promoting literacy and engagement throughout the program.
This covers the cost of water, juice, snacks, and lunch for participants and families for engagement events. With \$5 allocated per person, it will provide meals for up to 200 attendees, ensuring everyone is well-fed during the program. Calculated at \$5.00/person x 200 people = \$1000. The budget includes additional buffer funds to accommodate any fluctuations in attendance or prices, ensuring all attendees are adequately provided for.
Cost for renting space for graduation ceremony
Graduation ceremony food and supplies



**MEMORANDAM OF UNDERSTANDING (MOU)**

**BETWEEN**

**ROTARY CLUB OF WOODLAND (RCW),** -  
**WOODLAND SUNRISE ROTARY CLUB (WSRC),** - \$500  
**WOODLAND ROTARY ENDOWMENT (WRE)** - \$7500

**AND**

**UNITED WAY CALIFORNIA CAPITAL REGION (UWCCR)** - 7500  
+ 25,500 other sources. 15000

*Rotary Foundation  
District*

This Memorandum of Understanding (MOU) describes the responsibilities and the expectations between RCW, WSRC, and the UWCCR, for the use of funds received for RCW, WSRC and Woodland Rotary Endowment (WRE), and Rotary's Districts 5160 matching grants and with funds received from Club Members and the community.

And

Whereas RCW and WSRC charitable, chartered by Rotary International (RI) aimed at providing service to local non-profit organizations needing assistance.

And

All Rotary Organizations listed above are assisting UWCCR with funding for Woodland's KinderCamp pre-school program which provides under privileged children pre-school training at no- charge.

And

Whereas UWCCR has managed to secure donor funding for the salaries required for the project (\$25,000).

Parties have entered into this MOU which provides as follow:

The parties are partnering to provide summertime pre-school aged training for underprivileged children.

### **RESPONSIBILITIES AND EXPECTATIONS**

RCW, WRE, and WSRC will provide each organization's funding responsibility as follows:

RCW and WRE	\$7,000
WSRC	500
(Total financial responsibility for Woodland Sunrise Rotary Club)	<hr/>
Total Organization's commitments	<u>\$7,500</u>

**RCW** is responsible for the following:

- Ensuring that the donors have remitted the money.
- Coordinating with UWCCR that the cost of school supplies are invoiced to RCW.
- Paying the contractor for the agreed sum.
- Serving as the coordinator for the assessment and evaluation activities for the Partnerships;  
and
- Reporting the results of the Partnership activities and accomplishments to donors and  
Rotary District 5160.

**UWCCR** agrees to:

- Allow RCW to source funds for the project.

- Allows RCW to collaborate with providing supplies and supporting end of school graduations.
- Comply with all laws and regulations regarding the use of funds provided through this Partnership and
- Submit a fund report at the end of the MOU period listing RCW's major accomplishments and outcomes attributable to the initiative.

#### **LIABILITY FOR THE PROJECT**

It is hereby agreed that the project shall remain the property and responsibility of UWCCR and the role of RCW, WRF and Woodland Sunrise Club are purely tasked with sourcing the funds. The liability of the Rotary Partnership shall be limited to the amount of funds received by donors and matching Rotary District 5160 grant funds.

RCW, WRF and Woodland Sunrise Rotary Club will not be liable for any damages to the preschool site, furniture and fixtures, injury to workers or students or such other tortious acts that may occur during the preschool period.

#### **TIME PERIOD**

This agreement covers the period from the receipt of funds to the completion of the Preschool period to include preparation of all required reports and final accounting documentation but not later than December 31, 2026

#### **TERMINATION**

RCW may terminate this MOU in whole or in part, with or without cause with a Seven (7) day written notice of termination in writeup. Upon termination all funds approved but not yet

disbursed shall be disbursed henceforth within a period of 7 days after which the MOU shall stand terminated and any balance returned to the Rotary District 5160.

Signature of Authorized Representative

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Rotary President,  
Rotary Club of Woodland

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President and CEO  
United Way California  
Capital Region

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Rotary Endowment Chairman  
Woodland Rotary Endowment

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Rotary President  
Woodland Sunrise Rotary Club



**From:** kristensen.kris50@gmail.com  
**Sent:** Thursday, May 15, 2025 7:37 PM  
**To:** 'Tony Delevati'; 'Thomas Schwarzgruber'; 'Lisa Martinez'; aniek@vanbeurden.com; beggsra@gmail.com; ckbrooker@aol.com; nroncoroni@gmail.com; Dstroski@aol.com; smseyk@gmail.com  
**Cc:** 'Mark Ullrich'; 'Robert Nakken'  
**Subject:** RE: District Grant Application

Tony,

I'm sorry to see we are being asked to approve an important funding request like this without any chance for discussion among Board members. Be that as it may, I am generally in favor of this proposal, but I think some additional information needs to be shared with the Board.

In talking with Mark Ullrich this afternoon, he reminded me he was inspired by the virtues of the Kindercamp program, which is operated by United Way California Capital Region (UWCCR), to seek funding for the Kindercamp program from Woodland Rotary back in December 2024 by applying to be one of the beneficiaries to receive proceeds from the 2025 Dinner Auction. The Club's Grants and Services Committee, who reviewed all the 2025 requests, decided to not to include the Kindercamp program, instead favoring the Yolo Farm to Fork and Woodland Healthcare Foundation requests in their recommendation. In recent discussions with President Bob Nakken, Blair Voelz and Mark, it was decided the Club should make an application for Rotary District 5160 grant funding for the Kindercamp idea in 2026. To obtain District Grant funding the application for funds requires the application be submitted by May 22, 2025. That is why it was not available for full Board discussion before now. Woodland Sunrise was asked to support this Grant application for this project and pledged \$500 toward the project. This, along with our Club's \$7,000 in pledged support enables the project to seek \$7500 in District Grant funds.

It should be noted the District Grant application is a competitive process and we have no assurance this request will be funded.

I asked Mark if Rotary support for this Kindercamp support was just for one year, the 2026 summer season. He said yes, and that he had no plans to ask for similar Rotary funding for subsequent years.

This request of \$7,000 would be from the Endowment's Community Fund. In talking with Tom Schwarzgruber this afternoon, the Community Fund currently contains about \$46,000 not including the proceeds from the 2025 Dinner Auction. It appears the net income expected from the 2025 Dinner Auction will provide \$5,000 for the Community Fund, and at least \$38,000 for allocation to the designated beneficiaries. This will allow the Club to donate \$11,000 to Yolo Farm to Fork for their request, and the remaining \$27,000 can be donated toward the Woodland Healthcare Foundation's request of \$38,387. It is my understanding the Endowment Board will be asked to bring the Endowment's contribution to the Woodland Healthcare Foundation up to a total of \$30,000. Again, this would have to come from the Community Fund. The Board also has additional requests of the Community Fund such as the idea to do additional distribution of children's books to other schools such as we did this year at Gibson School.