

Minutes of the Juba Bursary Project (JPP3) held at 34 Harcourt Drive on 12th August 2015

1. Attendance Rtms R. Boyd-Howell, M. Griffin and T. Pomeroy (secretary)
2. Minutes of the 22nd of May accepted- no issues raised.
3. Committee noted that the President and President Elect had signed the Memorandum of Understanding (MOU) sent to TP by Denis Spiller, the District Funding Chairman. This is the formal acceptance of the project for a Global Grant Application and is one of the two actions the club has to do, the other is to attend another grant training course as the MOU is valid for only 12 months. A copy of this MOU will be made available to any member of the International Service Committee or Rotarian who would like to read it. Action. It was agreed the TP would attend the training course for 2016 to keep the MOU a live application.
4. RB-H and MG were given copies of this MOU and MG would be taking this to Juba on the 10th of September where she will be sharing this document with both the Juba School and Juba Rotary Club. To get permission to visit Juba means Margaret has to apply for a visa and she needs a letter of introduction from the school so it is a lengthy process. On September the 10th she flies from Heathrow to Nairobi and takes a second flight into Juba. However she has always paid the flight and hotel expenses herself and TP and RB-H explained to her that they had approached Club Council to consider whether the club ought to be paying these expenses as she is going as the club's representative. Leuven Rotary Club has included travel expenses in their Global Grant Application for their volunteer to go to Kinshasa in order to plan their current Pentangular Project so there is a precedent in supporting travelling costs. Action TP to Email the President about this matter.
5. Margaret will use the District's MOU as a guide to the MOU which the Juba school would have to submit. Action TP will Email Juba Rotary Club with a copy of the District MOU and ask them to sign a similar document which we will include in our Global Grant Application.
6. Denis Spiller also sent a copy of all the Clubs in District 1120 who have submitted or plan to submit a Global Grant Application. Canterbury is one of 22 clubs mentioned and that is because we have applied, successfully, for a District Designated Grant (DDF) to fund Leuven's Orthotics and Prosthetic Education Project which is underway at the moment but the money remains with District until all our Pentangular Clubs have submitted their DDFs. When this has been done all those grants are sent to Leuven Rotary Club to be placed in their Project Dedicated Bank Account which should contain \$27,100 cash and all the Rotary Grants. Leuven will then transfer this, in small amounts, to fund their "Orthotics and Prosthetic Educational Project (JPP2) in the Congo. They will have to keep receipts and a complete record of all financial transactions to ensure financial probity.
7. Our own low rate interest Dedicated Bank Account will have to be set up nearer our own Pentangular Project (JPP3) start date of April 2017 and this will require two signatures to approve grant activities. I assume that will be the President and the Treasurer of the club.
8. All money transactions will need a receipt and a record of all the receipts kept for the final report on the project. We will also need a Financial Management Plan.
9. All of these requirements appear in our project protocol.
10. Date of next steering committee meeting will be the 17th of November.

Tony Pomeroy