FINAL REPORT FORM

To Grant Recipients,

The Community Foundation of South Central Kentucky Grant Committee and the Foundation board would like to evaluate our grant program. A critical element of the evaluation process is finding out what impact our grant to your organization had in the community.

Please submit a brief report (utilizing this form) as follows: **As soon as your project is complete, but not more than one year from receiving grant payment.**

Please call us at 270-904-2079 if we can assist you.

|  |  |  |
| --- | --- | --- |
| Name of Organization | Date of Report | |
| Executive Director | Person Filing the Report | |
| Name of Project/Program | Total Grant(s) received | Date Grant received |
| Name of Fund(s) Awarding Grant |  |  |
| **PROJECT/PROGRAM INFORMATION** | | |
| 1. Briefly describe the funded program and the services provided during the grant period (200 words or less). | | |
|  | | |
|  | | |
|  | | |
|  | | |
| 1. Has the program differed in execution from the project presented in your initial application? Please explain. | | |
|  | | |
|  | | |
|  | | |
|  | | |
| 3. Delineate any problems encountered, unexpected benefits or lessons learned to date. | | |
|  | | |
|  | | |
|  | | |
|  | | |
| 1. Provide an example (story) that illustrated what you consider to be the most significant impact on the lives of the individuals served as a result of the project or program. | | |
|  | | |
|  | | |
|  | | |
|  | | |
| 1. Describe those served by the project, specifically referring to geographic residents or location, age, and other descriptors. Number of people served. | | |
|  | | |
|  | | |
|  | | |
|  | | |
| 1. How did this project benefit the community at large? | | |
|  | | |
|  | | |
|  | | |
|  | | |
| **FINANCIAL INFORMATION** | | |
| 1. If the program/project is to be continued, what financial resources will be available? | | |
|  | | |
|  | | |
|  | | |
|  | | |
| 1. Briefly describe the specific use of the Foundation grant funds (expenditures, purpose). | | |
|  | | |
|  | | |
|  | | |
|  | | |
|  | | |
|  | | |
|  | | |
|  | | |
|  | | |
| We welcome any other information related to this project that you would like to share, such as news stories or pictures. We often use pictures in our publication and on our website, so clearly describe the picture and names of those pictured and indicate that approval is granted for publication. Thank you. We wish you continued success in your service to our community. | | |

Please return this form **along with photos of your grant project** to:

The Community Foundation of South Central Kentucky

Janet Porter | Program Director

810 College Street | Bowling Green, KY 42101

[janetp@cfsky.org](mailto:janetp@cfsky.org) | 270-904-2079

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair of Board/Executive Director