



Post Grant Report

All grants distributed require a post grant report from the recipient organization. A written report must be submitted to the Secretary of the Foundation by the organization within 6 months after the grant award is received. It should contain a narrative account of what was accomplished by the expenditure of funds, including a description of progress made toward achieving the goals of the grant. It should state how the funds were used, as agreed and approved by the original request.

Legal Name of Organization

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Mailing Address/City/State/Zip

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Street Address/City/State/Zip

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Contact Person

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E-mail

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Phone

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FAX

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Federal Tax Identification Number/EIN:

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Date Award Received:

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Dollar Amount Received:

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Funding request approved by Foundation Board:

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Description of use of approved funds, showing how funds were used and geographic area(s) affected by project:

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Signature

Title

Date

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