

CHISHOLM COMMUNITY FOUNDATION
Grant Final Report

Responsibility of Recipient

The recipient of any grant from the Chisholm Community Foundation must use the funds awarded for the specific purpose for what it was originally intended.

The Chisholm Community Foundation requires that a detailed accounting of all funds along with a follow-up report be submitted to the CCF. The grant final report is due at the completion of your project or one year from the date of the grant. Copies of newspaper articles and project publicity are requested.

Any funds not used in the above manner specified must be returned to the CCF.

Final Report Due Date: _____

Name of Project/Purpose: _____

Organization: _____

Project Director/Contact Person: _____

Address of Contact Person: _____ Phone: _____

Date of Grant from Chisholm Community Foundation: _____

Amount of Grant from Chisholm Community Foundation: _____

Report period from _____ to _____

Narrative Section

- Please list your project’s goals and objectives. Describe the project outcomes under each goal and the activities accomplished during this reporting period. Please email photos of your project to ccfmn@qwestoffice.net for use in our newsletter.
- Describe any changes in the project (i.e. staff, work program and budget).
- What specific efforts have been made for project continuation beyond this grant period? What ongoing funding support plans have been made for this project?
- Attach copies of project publicity, newspaper articles, brochures, schedules of events, newsletters, etc. Describe any indications of community interest and involvement.

Financial Section

Please provide invoices and other necessary financial information relative to this grant by using the attached Grant Expenditures and Sources of Funding Report.

Final Project Data Report

Please complete the Final Project Data Report below to identify the number of participants, communities and organizations served by this project. Also please share two anecdotes that represent the positive impacts this project had on its target audience.

Please provide the Chisholm Community Foundation with the information requested below as it relates to your total project (include numbers for each box).

Total Number of Participants Served		Area Served
Children & Youth	Adults	
#	#	