



Grant Report

Grant ID #:

Check one: Interim Report

Final Report

Date Submitted:

Organization Legal Name:

Current Mailing Address:

City/State/Zip:

Director's Name/Title:

Project Contact Name/Title (if different from Director):

Phone Number:

Email:

Fiscal Sponsor Organization Name (if applicable):

Has there been a revocation of, or change in, your organization's (or the fiscal sponsor's) determination as an organization described in section 501(c)(3) of the Internal Revenue Code since your request for this grant? No Yes If yes, please explain in a separate letter.

Grant was for:

General Operating

Project Support

Project Name:

Grant Amount: \$

Grant Period: from

to

FINANCIAL REPORT:

1. **Attach financial report showing specifically how these funds were expended.**
2. Have the grant funds been fully expended? Yes_____ No_____
3. If the grant funds have not been fully expended, please explain why.

NARRATIVE REPORT: This report form is intended to meet the requirements of the grant which your organization recently received and also to allow for shared learning between the Park Foundation and your organization. Please feel free to extend the space provided for your answers as needed.

1. Specifically, what was the population you intended to serve?
2. What changes did you expect to see as a result of this project?
3. Give three examples of how your project leveraged such changes.
4. What did you hope to see that did not occur?
5. What data are you using to reach the conclusions for # 3 and #4 above?
6. What questions did the project bring up for you and your organization?
7. What surprised you? What did you learn that you were not necessarily expecting?
8. What if anything did you find puzzling in doing this project?
9. How can you or did you explore these questions and barriers?
10. What do your results lead you to think are the next steps to advancing your goal?
Realistically what resources and support could be brought to bear on those next steps?

11. Please feel free to share any additional information relevant to the grant or organization that has not been requested.

Optional:

Do you have any feedback on your experiences working with the Park Foundation? We value your thoughts and ideas as we continually strive to improve the effectiveness and efficiency of our grantmaking process.

Mail all materials to: **Park Foundation, 140 Seneca Way, Suite 100, Ithaca, NY 14850** or by email to tyc@parkfoundation.org or info@parkfoundation.org. If you have questions, please visit www.parkfoundation.org or call us at (607) 272-9124