



Grant Report

Program Name

Organization Name

Instructions & Hints

1. Fill in your program and organization name, above.
2. Type an answer following each item below.
3. Generally, short, precise, and clear answers are preferred over long responses.
4. Do not include additional information not requested or attach documents.

Feel free to email the Foundation for clarification: foundation@georgiasown.org.

GRANT PERFORMANCE

1. Was the money used for the program exactly as described in your application? If something changed, explain it. *(in less than 50 words.)*

2. Did you encounter any problems with this program? If so, how did you deal with them? *(in less than 100 words.)*

PROGRAM RESULTS

For the next three questions, list 2-4 line items for each program parameter. If available, include quantities or other metrics. E.g., how many of the “activity” you did, or how much of an outcome was achieved.

3. **Activities:** key **internal** activities the organization undertook to operate the program (not ones that “touch” the population that you serve).
 - a.
 - b.

4. **Outputs:** primary **external** activities the organization conducted that provided services to the population that you serve.
 - a.
 - b.

5. **Outcomes:** changes in the behavior, knowledge, skill, attitude, or situation of the population that you serve, generated by your program.

a.

b.

6. Do you anticipate the program will achieve its goals for the year? Why or why not? *(in less than 50 words)*

ADDITIONAL COMMENTS

7. If you would like to provide additional information about the program the grant supported, state it here. *(Optional, less than 200 words.)*

AFFIRMATION

I affirm that the information in this Grant Report is true in every respect.

Signed

Date

Name

Title

SUBMISSION INSTRUCTIONS

Do not add a cover letter to your *Grant Report*. This form is sufficient.

Email a signed copy of this report to: foundation@georgiasown.org