

Grant Final Evaluation Form

Your report is due nine months after receipt of the grant unless the award notification specified otherwise.

You may re-create this form on your computer or download it from www.spccf.org		Date
Organization Name		
Contact Person / Title		
Address		
Phone / E-mail		
Amount of Grant	Date Received	Grant #

Answers should be concise, but if you need to continue to a third page, feel free to do so.

Describe the specific objectives and activities outlined in your proposal and the actual results to date.

Based on your answer above, how would you measure the project's impact so far on the *people* you serve?

What has been the project's measurable impact to date on your *organization*? Has the grant (1) helped to attract new funding from the community, (2) increased collaboration with other organizations, (3) increased volunteer involvement? How has your organization changed as a result of this project?

As you implemented your project, circumstances may have required you to make adjustments to your project. If so, what specifically led to the changes? How did you adapt your project as a result?

If you feel your project has been successful, what factors contributed to this? If the project was less successful than you hoped, what do you think contributed to that?

Project evaluation at its best is a tool for learning. How will your organization use what you have learned from this project to guide your planning and activities in the future?

The positive impact of a project is not always easy to communicate via measurable results. If this is true of your project, please share with us a story that illustrates the impact. We also welcome photo or video submissions. Please attach or send them electronically to grants@spccf.org and indicate if they cannot be shared publicly.

<i>Signature / Title of Person Completing This Form</i>	
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<i>Date Form Completed</i>	
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Please attach a copy of your original project budget and identify both income and expenditures to date. Please do not send a copy of your budget in a different format. Please print all documents two-sided, if possible.

You may email this form and the budget attachment to grants@spccf.org