

# Marshall Community Foundation

## Grant Final Report Today's Date: \_\_\_\_\_

Please list all information as it appears on your grant application.

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Program/Project Name: \_\_\_\_\_

Date grant was received: \_\_\_\_\_ Amount awarded: \_\_\_\_\_

Number of people who benefit from your grant : \_\_\_\_\_

State the intended purpose of the original grant proposal:

List the goals of this program/project as outlined in the original proposal, and state how they were achieved.

Explain the difference this grant made in the community and population you serve.

What community members were served by this grant? (Please reference geographic location, age range and numbers participating.)

What are your detailed plans to ensure your program/project's future sustainability?

Using the budget from your original proposal, compare projected expenses and income for the program/project with actual expenses and income realized.

Purchases made prior to the grant application date should not be included on this final report.

Itemized Project Expenses	Proposed Project Expenses	Actual Expenses	Actual Expenses covered by MCF
<b>TOTAL</b>			

Provide a narrative that describes any significant budget variances.

Include an itemized list of funding sources for this project, including in-kind contributions.

Funding Source (s)	\$ Amount Still Pending	\$ Amount Confirmed
Marshall Community Foundation		
<b>TOTAL</b>		

Submit this final report, **along with a copy of the press release** and photo you submitted to local media, within three months or at program/project completion.