



Grant Report Form

Grant Number: _____

Grant Amount: _____

Report Due: _____

Please answer the questions fully in the order listed. Your report should not exceed three pages. Attach a complete financial accounting for the project which describes how the grant from Heritage Fund was used. Please refer to your proposed budget for comparison.

Please submit your final grant report to:
Kyle Hendricks, Manager of Community Impact
khendricks@heritagefundbc.org
(812) 376-7772

Organization: _____

Address: _____

Contact Person: _____ Title: _____

Telephone: _____ Fax: _____ E-mail: _____

1. Please re-state the purpose for which the grant was awarded.
2. What are the measurable benefits/accomplishments of the program/project?
 - How do they compare to the goals and outcomes outlined in the grant proposal/logic chart?
 - How many Bartholomew County residents were impacted by the grant award?
 - Describe the tools you used to evaluate the effectiveness of the program/project.
 - What do you regard as the most significant achievement?
3. Describe any unexpected benefits or problems that occurred during the term of the grant. Discuss any significant lessons learned.
4. Describe how your Board was involved with the project or program.
5. Has the project enhanced your organization's self-sufficiency and effectiveness? Explain how.
6. What opportunities have been identified that can be used to enhance your project or program in the future?
7. Please describe any additional funding gained or partnerships or collaborations formed since the initiation of the project.
8. If you plan to continue the project or program, how will it be funded in the future?

Attachments

1. **A complete financial accounting for the project or program.**
2. Examples of how Heritage Fund was recognized such as; newsletters, newspaper articles, news releases, event programs.
3. Photographs of grant related activities. Photographs may be featured in our newsletters, Annual Report or on our web site. Please identify people and/or activities that are pictured. It is understood that by submitting photographs you have permission for Heritage Fund to use the photos. It is our policy to use only the first name of children under the age of 18. **Don't wait to the due date to send photos. We are always eager to use photos on our website!**