



THE SALAH FOUNDATION

Grant Progress Report Form

A. General Information about Applicant	
Applicant Name (legal)	
Tax ID	
Name of project, if any	
Person responsible for grant administration (and title)	
Address	
Email	
Telephone	
Fax	

B. Executive Summary
Provide an executive summary of progress and status, not to exceed two hundred (200) words.

C. General Description of Goals
Describe goals for this project, not to exceed one (1) page, including benchmarks by which success is measured.

D. Report of Success
Report your success in reaching stated goals, including specific data, not to exceed two (2) pages.

E. Lessons Learned
Provide a summary of lessons learned from this project, including any unanticipated positive or negative results. What would you do differently next time?

F. Financial Update
Provide a financial update, including updated budget, percentage of grant funds that have been expended, whether project is complete or when it is expected to be complete, whether project requires ongoing funding and, if so, how funds will be raised for continued operation.

Checklist for Required Attachments	Included?
Executive Summary (Section B)	
General Description of Goals (Section C)	
Report of Success (Section D)	
Lessons Learned (Section E)	
Financial Update (Section F)	

Submission
Submit application and attachments to: nburpee@salahfoundation.org