

GRANT REPORT FORM

Please complete and return this form once grant funds have been expended, or one year has passed from the date of your award letter.

Grantee:	
Grant Amount:	
Grant Purpose:	
Dates covered by this grant:	
Executive Director:	
Contact Info:	
Contact person/Contact Info: (if different from Executive Director)	
Did you use these grant funds as anticipated? ☐ NO ☐ YES	
If NO, please explain:	
Have there been any changes to your organization's IRS 501(c)(3) status since you were awarded this grant? ☐ NO ☐ YES	
If YES, please explain:	
May BMCF share your story? □ NO □ YES	
I hereby certify that the above and attached statements are true and accurate.	
Signature of Executive Director or Authorized Board Member	Date



NARRATIVE - a maximum of one page, which includes the following:

- 1. Detail the number of community members impacted.
 - a. If applicable, describe the diversity of the population served (e.g. ethnic, gender, geographic area and/or disability).
 - b. If applicable, include information as to how this population is different than your regular constituents.
- 2. What impact did these funds have on the community?
- 3. Describe the progress made toward the stated goals and objectives related to this specific grant. Include those stated goals and objectives in your response.
- 4. What challenges did you meet in delivering this program? How did you navigate these challenges?
- 5. Were there any unanticipated results, either positive or negative? If yes, please describe the implications.
- 6. Do you have plans to sustain or expand this program or organization? If discontinuing the program, what factors led to this decision?
- 7. Identify areas where increased collaboration between organizations or sectors led to increased positive outcomes for your constituents.
- 8. What has your organization learned during this time of response? Do you believe that in the future you will be ready to assist the community again, with or without additional funding? Why or why not?
- 9. Please share stories and statistics on how this grant impacted your constituents. Please include any photos you may have.