



FINAL GRANTEE IMPACT REPORT FORM

Grantees are required to complete this report form within 30 days of project completion or within 30 days of the end of the grant period and prior to receiving additional funding. Please contact the Foundation if you have questions about preparing or submitting your report.

FAO Fund Name: _____ Award Date: _____

Project Name: _____ County/Community Served: _____

Grantee Organization: _____ Phone: (_____) _____

Address | City, State Zip: _____

Project Start Date: _____ Project End Date: _____

Grant Amount: _____ Total Grant Money Expended: _____

Report Completed By: _____
Name, Title

Signature: _____ Date: _____

PLEASE PROVIDE THE FOLLOWING INFORMATION AND ATTACH YOUR TYPED RESPONSE TO THIS FORM

The Program

1. Describe the project:
 - a. What were the project's goals and objectives originally approved by the Foundation?
 - b. Briefly state the major results from the project.
2. Discuss changes/emerging needs:
 - a. Did you encounter project-related challenges or issues? If so, how did you address them?
 - b. Were there any emerging needs or gaps in services identified because of this project?
3. Impact:
 - a. Population segment/number of people: who was impacted by your project, both directly (children, students, adults) and indirectly (families, community)? How many people were impacted?
 - b. Is there a tangible outcome? Share the numbers. (Tangible outcome is a physical change. For ex: How many miles of trail completed, signs installed, coats distributed, pounds of food given to families, etc.?)
 - c. Tell us a Story! Did this project impact a beneficiary in a way that they shared or that you observed?
4. What did this grant make possible and/or change for your organization?
5. Will this project continue or support future programming after this grant period? If so, how will it be sustained?

Financials

Please attach the following:

- a. an original project budget;
 - b. an expense sheet detailing how grant funds have been expended to date.
6. Were there any significant variances from the original, approved budget? If yes, please explain these variances. Did you obtain approval from the Foundation regarding these variances? Please explain.
 7. If any grant dollars have not been spent, please explain.

Project Related Materials

8. Please attach photos, press releases, brochures, etc. related to your project. (If sending photos in electronically, they should be in PNG or JPEG format.) Email to grants@ffao.org.

PLEASE RETURN YOUR REPORT TO:

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