



FINAL REPORT OF GRANT EXPENDITURE

P. O. Box 4153, Sarasota, FL 34230 • mlk@kates-foundation.org

Please provide the following:

Report Due By: (six months after receipt of funding)

Organization Name:

Amount of Grant: Grant Description:

Person administering the grant:

Address:

Email: Phone:

Total Cost of Project:

- Provide an actual accounting of how the full amount of grant funds were expended.
- Actual expenditures from funds made available by the grant, attach documentation of expenditures.
- Copies of receipts and invoices over \$250.
- Also attach documentation if there was a matching grant.
- **If grant moneys were not fully expended please explain why, and the plan for their use.**
- **Full documentation must be submitted upon completion of grant expenditures.**

Respond to the following questions:

1. Please explain how the organization has been better able to provide services because of this grant.
2. What means did you use to determine and evaluate the outcome of this program?
3. How many individuals were impacted by this program?
4. Describe the makeup of persons assisted as a outcome of this grant.
5. How was the effectiveness of services of the organization altered, changed or enhanced because of the grant.
6. Explain in what ways this project did not meet the expected outcome/goals.
7. Why do you think that this project did not produce these desired results?
8. Provide an explanation of changes you are making or considering as a result of analyzing your outcomes measurement data.

Please submit any supporting materials that the organization feels would be appropriate to include.
Please return completed report to: **Kates Foundation, P.O. Box 4153, Sarasota, FL 34320**