

Sample Grant Report –

The James Devin Moncus Family Foundation asks each grantee to submit a grant report to the Foundation within twelve (12) months of receiving a grant. This report will be used to assess the benefits of our giving programs and to promote the organizations and causes we give to. We encourage grantees to provide reports that highlight participant outcomes, include quotes from members/participants, and capture the essence of the organization's mission. We use grant reports to promote your program through our website, local media and other outlets.

To submit a grant report: Please reference the form below and mail or email the completed report to: info@moncusfoundation.org. Email submissions should include the words "Grant Report" along with the name of your organization in the subject line.

We encourage the submission of up to three (3) digital photographs along with your grant report to include on the Foundation's website. Photos must be high-resolution (300dpi or greater) and can be emailed to us directly.

Grant Report

Name of Organization
Contact Person
Title/Position
Address
Phone
Email

Grant Amount Received \$XXXXX
Grant Amount Spent \$XXXXX

Please briefly answer the following questions, keeping responses to 250-500 words each:

What project/program did this grant support?

What new outcomes/benefits did this grant provide?

Did this project/program receive any press/news coverage? (Please attach copies of clippings and/or photos along with your report.)

Were all of the funds expended? If not, why not?

Were additional funds received/leveraged as a result of this grant?

How many people did this grant affect? Please include age/demographic information of the population served.

How did you measure the effectiveness of this program/project?

Is there anything else you'd like to tell us about how this grant affected your program/project?

Please mail or email this form to: info@moncusfoundation.org