

◆ SAMPLE FORM ◆

To be completed by community agency (grantee) on completion of its project and submitted to the community foundation.

Item #4:

LEAD Grant Project Report to Community Foundation

20 __ LEAD Grant Project

Organization:	_____
Address:	_____ _____
Tel:	_____
Email:	_____
Contact:	_____
Title:	_____

PROJECT SUMMARY

Project Title:	_____
Project Description:	
Project Objectives (from Application):	
Project Objectives Achieved:	

PROJECT IMPACT

What were the community benefits of the project?

How did the project build on the strengths and assets of the people and organizations involved?

How did the project help strengthen community networks between people, neighbours and/or organizations?

What other organizations were involved in the development and implementation of the project?

What would you do differently next time?

Describe any media coverage generated by the project.

Other Comments

FINANCIAL SUMMARY

REVENUE
Community Foundation Grant \$
Other Grants \$
Organization's Cash Contribution \$
In-Kind Contributions
Donations \$
Cash Earned by Project (e.g. ticket sales) \$
Other \$
TOTAL \$

EXPENSES
Salaries \$
Equipment \$
Supplies \$
Other (specify) \$
TOTAL \$