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| **The George Gund Foundation** |
| **Grant Reporting Form**  |

Reports help the Foundation track the progress of programs and projects and ensure proper programmatic oversight of grants. Reports are also intended to provide the grantee an opportunity to reflect on program activities and plans. Please use these guidelines to report on the progress of your grant.

The report due date can be found on the Report and Payment Schedule located at the bottom of your grant letter. The Foundation will not release grant payment for this grant or future grants until all report requirements are up-to-date. Please do not use this report to request future support.

Feel free to add any supplemental information or materials that may be helpful to our understanding of your progress to this report. We ask that any reporting or materials to the Foundation include the Grant Number. Email completed grant reports to Alecia Pretel at apretel@gundfdn.org.

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| **Today’s Date:** |  |  **Gund Grant Number:** |  |
| **Name of Organization:** |  |
| **Address:** |  |
| **Purpose of Grant:** |  |
| **Amount of Grant:** |  | **Program Officer:** |  |
| **Person Completing Reporting Form:** |  |
| **Email Address:** |  | **Telephone Number** |  |
| **Type of Report:** | **Interim** |  | Annual |  | Final |  |

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| **NARRATIVE**  |
| A brief description of the original goals and objectives set for the organization during the grant period.What were you able to achieve as a result of this grant?What internal and external factors have contributed to or impeded the success of this grant? Based on your experience thus far, what would you have done differently if you had the chance? Are there any important changes or information about your organization you want to share with the Foundation? |

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| **FINANCIAL** (with your final report only) |
| Did you spend the money as outlined in the grant proposal? If no, please explain.Are there any grant funds remaining? |