



Grant Final Report Form for Robert J. Sullivan Fund

Your report information is critical to the Community Foundation for the Twin Tiers. The results are used to help us understand the overall impact of our grant making so we can more effectively serve the community in the future.

Organizational Information: _____

Contact Name: _____ Title: _____

Name of Organization: _____

Street Address: _____ P O Box: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Contact Number (if different): _____

Email address: _____

Program/Project Name: _____

Amount Granted by Community Foundation and Fund Name: _____

Project Description:



Program Narrative

- a) Goals of the project:
1. What were the desired outcomes or targets? (Please refer to your application.)
 2. What specific products or services did this project actually deliver?
 3. Were there any unanticipated outcomes? If so, please describe them.
- b) Success Measures: What is the specific, observable and measureable evidence that tells us the desired results are happening? (Please refer to your application.)
- Note that success measures describe the positive impact or benefit of reaching the goal(s), and are not simply achieving the project goal(s) themselves.
- c) Feedback to the Community Foundation: What would you like to share with us about your grant making experience? Do you have suggestions for improvements? Thank you!
- d) Personal reflection: What did you learn from this project, and what would you change if you had the chance to go back and do it again? Were there any surprises?



Optional Attachments

As you might expect, the Community Foundation enjoys hearing about the projects that are funded. The following are some attachments you could include with the report:

- A brief story that exemplifies what happened in the project. This may be used on our website or in our press material with your approval.
- Most recent publications, news articles or other relevant materials about your organization or the funded project. Please be selective.