



WOMEN TO WOMEN GRANT REPORT FORM

Please print clearly or type and attach all relevant materials to this document Reports should be mailed or hand-delivered to: Women to Women, Community Foundation of Greater Greensboro, 301 N. Elm St., Suite 100, Greensboro, NC 27401.

Current Date

Organization Information		
Organization Name		
Mailing Address		
City	State	Zip
Phone	Fax	
Web Address		
Program Contact Information		
Contact Name		
Title		
Mailing Address (if different from above)		
City	State	Zip
Phone	Fax	
E-mail		
Project Information		
Project Title		
Brief Project Description/Purpose of Grant		
Date of Grant Award	Proposed date of completion	
	Actual date of completion	

I. Financial Information

On the next page, please complete the Project Financial Report detailing how the Community Foundation’s grant funds were used. If any differences exist between the project budget proposed to the Community Foundation in the grant application and actual expenditures of the grant, please explain these discrepancies.

PROJECT FINANCIAL REPORT

INCOME FOR PROJECT	
Community Foundation of Greater Greensboro	\$
Other Funding Sources (list)	
	\$
	\$
	\$
	\$
	\$
TOTAL INCOME	\$

EXPENSES FOR PROJECT				
EXPENSE	PROJECT BUDGET	PROJECT ACTUAL	FROM CFGG	FROM OTHER FUNDING
TOTAL CFGG FUNDS EXPENDED				
DIFFERENCE BETWEEN CFGG GRANT FUNDS AWARDED AND CFGG GRANT FUNDS USED (+/-)				

SIGNATURES

Signatures of chief staff person and chief financial officer are required.

Signature _____

Signature _____

Print Name _____

Print Name _____

Title _____

Title _____

II. Expected versus Actual Activities

What were the Key Activities of project...	Completed in full	Completed in part	In progress	Delayed	Adjusted/Modified	Abandoned	Comments: Please explain delays, adjustments, etc.
a.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
g.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
h.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
i.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

III. Additional Activities

In addition to the proposed activities, did you carry out any other significant activities?

IV. Progress toward Goals and Objectives

Please describe whether and how the project achieved its stated goals and objectives.

V. Lessons Learned

Please describe any additional lessons you learned from the experience of this project.

VI. Benefits of the Project – to People

Who has benefited from the project? Identify distinct groups of beneficiaries (e.g., clients, participants, neighborhood residents). Describe each group in term of their relationship to the project, demographics, geographic location, etc.	Approx. number of people in this group?	How do you think these people have benefited from the project? In other words, what has changed for this group of people? Describe in terms of health, well-being, new knowledge, change in behavior, quality of life, social support, etc.	Do you have documentation of these benefits? If yes, please attach.
a.			<input type="checkbox"/> No <input type="checkbox"/> Yes
b.			<input type="checkbox"/> No <input type="checkbox"/> Yes
c.			<input type="checkbox"/> No <input type="checkbox"/> Yes
d.			<input type="checkbox"/> No <input type="checkbox"/> Yes
e.			<input type="checkbox"/> No <input type="checkbox"/> Yes

VII. Benefits of the Project - to the Larger Community

Beyond the benefits to individuals and groups listed above, has the project produced any other outcomes that relate to the following values and guiding principles of the Community Foundation:

a. Encouraging interconnectedness and social trust among community members?

- No
 Yes How?

b. Promoting understanding and tolerance among people of all cultures?

- No
 Yes How?

c. Strengthening leadership across the community?

- No
 Yes How?

d. Focusing on preventing and eliminating the root causes of community problems?

- No
 Yes How?

VIII. Benefits of the Project – to the Grantee Organization

To what extent did your organization experience each of the following benefits as a result of this project or your organization’s involvement with the Community Foundation?

	Not at all	A little	Moderate	Significant
a. Expanded programs or services <i>Comments:</i>	1	2	3	4
b. Developed new programs or strategies <i>Comments:</i>	1	2	3	4
c. Increased effectiveness of programs or strategies <i>Comments:</i>	1	2	3	4
d. Improved technology or ability to work with technology <i>Comments:</i>	1	2	3	4
e. New knowledge and skills on the part of staff <i>Comments:</i>	1	2	3	4
f. New knowledge and skills on the part of board members <i>Comments:</i>	1	2	3	4
g. Added new board members <i>Comments:</i>	1	2	3	4
h. Improved visibility, credibility or reputation <i>Comments:</i>	1	2	3	4
i. Stronger connections with funders (beyond CFGG) <i>Comments:</i>	1	2	3	4
j. Dollars leveraged? <i>Comments:</i>	1	2	3	4
k. Relationships with other organizations (nonprofit, government, etc.) <i>Comments:</i>	1	2	3	4
l. Increased ability to write effective grant proposals <i>Comments:</i>	1	2	3	4
m. Developed longer-term financial plan <i>Comments:</i>	1	2	3	4
m. Increased clarity on mission, vision, or overall strategy <i>Comments:</i>	1	2	3	4
n. Developed an approach for evaluation and learning <i>Comments:</i>	1	2	3	4