THE DUPAGE COMMUNITY FOUNDATION

Attachment H

Grantee Interim Report

The DuPage Community Foundation's Grant Committee and Board of Trustees regularly evaluate our discretionary grants program and the impact of its funding on the community. In order to guide our future grant-making efforts, the Foundation requires you to submit a final report at the completion of your project or by the May 1 (Health and Human Services grants) or November 1 (Arts & Culture, Education and Environmental grants) in the year following your grant award. **However, if you are submitting a grant proposal and have not yet completed your project, an interim report must be included with your application.** This will assist the committee in evaluating your grant application. A final report will still need to be completed and submitted by the due dates listed above.

Organization Name _____ Date of Report _____

Executive Director _____

Name and Title of Individual Submitting Report _____

Amount of Grant _____

1. Briefly describe how the funded project/program has progressed to date.

2. Has the project differed in execution from the project presented in your initial application? If so, please explain.

3. Describe the impact this project had on those who were served. To date, how many individuals have been served?

4. Delineate any problems encountered, unexpected benefits or lessons learned to date.

5. What strategies, if any, are being considered to ensure the project's continuation?

6. Please provide a year-to-date financial accounting for the project, specifying the use of grant funds.

Please submit this report with your grant application.