

William A. Cooke Foundation
PO Box 462
Louisa, Virginia 23093

Grant Reporting Form

Due upon project completion or one year after grant approval, whichever occurs first.

1. Grant Award Date: _____ Report Due Date: _____

Grant Amount: _____ Total Project Cost: _____

2. Organization Name: _____

Fiscal Agent (if different than Organization Name): _____

Contact Person/Title: _____

Address: _____

Telephone: _____ Fax: _____

E-mail: _____ Website: _____

3. One-sentence description of the funded project: _____

Please answer the following in no more than three pages:

4. Describe specific outcomes of the project. For example, what has changed, improved or happened as a result of your project? What kind of data was collected to determine whether the expected outcomes were achieved or not achieved? How many people were served and what was the geographic coverage?

5. What significant changes, if any, did you make in the content of the project or expenditure of the grant? What caused these changes?

6. Describe unforeseen problems and/or successes encountered. What were the lessons learned?

7. If you have plans for continuing this project, how will you secure future funding?

8. Please attach a final income and expense budget for the project.