

Grant Report Form
For the J.W. & M.H. Straker Charitable Foundation

To evaluate our grant-making and community impact, we require funding recipients to complete a Grant Report on the date specified in the Grant Agreement. We hope to learn the award recipient's experiences, both successful and challenging, in the completion/continuation of the project.

Recipients who complete the report remain eligible for future awards.



Name of recipient organization:

Address:

Phone:

Email:

Website, if applicable:

Project title:

Date project began:

Total project budget:

Date project completed:

Name/title of CEO:

CEO signature:

Report completed by:

Please answer the following.

1. Summarize your project briefly. What were your goals? Do you believe you achieved them? Please explain.
2. List/describe those served by your project, and all those who were affected by it. Please include youth and adult volunteers, if applicable.
3. List other organizations/agencies with whom you collaborated.

4. Explain project challenges and difficulties, if you encountered them.
5. Discuss any gaps in service or needs you encountered for the population served by this project.
6. Talk about sustainability. Will this project continue after the grant period? If so, how will you sustain it?
7. Reflect on the impact the J.W. & M.H. Straker Charitable Foundation's grant had on your project. Would you have been able to implement the project without these funds?
8. Include an income sheet for cash and in-kind gifts received in conjunction with this project, and an expense sheet showing how funds were used.
9. Attach any photos, press releases, brochures, or promotional materials related to the project, and complete the statement below.

Yes ____ No ____ I grant permission to the J.W. & M.H. Straker Charitable Foundation to use my report and any supporting materials in its annual report and its marketing materials, including its website and social media platforms.

Signature of authorized representative:

Yes ____ No ____ Our organization has a release form on file for all photographs of minor children authorizing use in all marketing materials including social media platforms. This release extends to the J.W. & M.H. Straker Charitable Foundation.

Initials of authorized representative: _____

Please submit report as an attachment at [Annual Report - Project Updates - Successful Grant Requests \(strakerfoundation.org\)](#).

Contact pkirst@strakerfoundation.org, or call 740-297-7007, for help with any questions.