

HAMILTON COMMUNITY FOUNDATION

**FINAL REPORT (ABBREVIATED)**

 **Due: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

As a recipient of a grant from Hamilton Community Foundation, we ask that you complete the following form. This information will allow us to share with the donor the impact of their grantmaking.

Organization Click or tap here to enter text. Grant # Click or tap here to enter text.

Submitted By: Click or tap here to enter text. Position: Click or tap here to enter text.

Telephone: Click or tap here to enter text. Email: Click or tap here to enter text.

Project Title: Click or tap here to enter text.

Grant Amount: Click or tap here to enter text.Fund: Click or tap here to enter text.

Number of People served Click or tap here to enter text. Date Report Submitted: Click or tap here to enter text.

**Please reply briefly to the following questions:**

1. How were the funds provided used by your organization?

Click or tap here to enter text.

2. What **specific outcomes** did you achieve for your target population or community? How did the participants or target audience benefit from your project?

Click or tap here to enter text.

**Attachments:**

* Detailed Financial Statement showing project revenues and expenditures
* Copies of any media coverage
* Photographs of activities relating to the funded project (if appropriate). Please note that Hamilton Community Foundation uses photographs submitted by grantees in annual reports and other publications. We require a waiver to be submitted with any photograph including project participants allowing for the use of the photograph by the Foundation (available on our website at [www.hamiltoncommunityfoundation.ca](http://www.hamiltoncommunityfoundation.ca))
* Evaluation reports (if available)