



Riverview Educational Foundation

Helping innovation happen!

Riverview Educational Foundation Grant Program Final Grant Report

Cover Page

Name: _____ School: _____

Telephone Number: _____ Email: _____

Position and Title: _____

Project Title: _____

This project is designed for: Elementary Jr. High High School Other

Target Grade Levels: _____ Subject Area: _____

Project Duration/Dates: _____

Grant Report Narrative

Instructions:

The answers to the grant report narrative must relate directly to the funded grant. The answers to these four questions should not exceed three typed pages (12-point font with 1-inch margins). Also, include the **HEADING** provided for each question. It is not necessary to repeat the text of the questions.

1. PROGRESS AND RESULTS.

- (a) Describe the progress made toward the goals and objectives as stated in the funded grant application.
- (b) Summarize the organization's key evaluation results related to the funded grant.

2. SUCCESSES AND CHALLENGES.

Describe the significant successes and challenges the organization experienced related to the funded grant.

3. LESSONS LEARNED.

Describe what the organization learned based upon the results, successes, and challenges reported in Questions 1 and 2. Address programmatic, evaluative, or organizational changes that will be made based upon these lessons learned.

4. ADDITIONAL INFORMATION.

Share anything else that happened during the grant period that impacted the organization, either positively or negatively.

Attachments

Instructions:

Submit the following attachments along with the narrative report. Label each attachment. Please note that you may be providing financial statements for more than one year to cover the funded grant period. It is generally understood that the fiscal year(s) of the funder, nonprofit, and grant period may not be in alignment.

1. FINANCIAL STATEMENTS.

Submit income and expenditure information compared to the approved budget for your project. Must be itemized and include copies of invoices and receipts

2. ACCOMPANYING NARRATIVE (if applicable).

- (a) Explain any significant changes in the organization's financial position since the grant was awarded.
- (b) If all funding was not expended during the grant period, explain why.
- (c) Explain any major variances between the approved budget and the final financial statements being submitted with this report.

3. EVALUATION RESULTS.

If available, provide the organization's most recent evaluation results or findings, relevant to the funded grant. Note: providing this attachment does not take the place of answering Question 1(b) in the narrative section.