



Solano Community Foundation
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SCF Grantee Final Report

Report Date:

This Final Grantee Report is due upon program/project completion (i.e. when grant monies have been spent), or no later than one year from the date of the grant award letter, whichever occurs first. Please call or write if you have questions about the reporting requirements.

SCF Fund Name:

Grant Program Name:

Grantee Organization Name:

Organization Contact Name:

Contact Email Address:

Contact Phone No.:

Name of Project Funded:

Grant Amount:

Award Date:

Please type your responses to the questions below in the space provided. If a proposed program budget was submitted with your original grant application, attach a final Budget vs Actuals report. You must also submit at least one digital photo of the program and participants using the SCF Media Release Form.

1. Did the funding you received help meet your expected goals? Describe the internal (e.g. staffing, materials, schedule changes, etc.) and external (e.g. politics, economy, community support, etc.) challenges your organization encountered.

2. How accurate was your proposed budget for this program or project? What were the biggest discrepancies between budgeted amounts and actual amounts? Were the grant monies spent as originally planned? If not, why not?

3. How did you evaluate the success of your project or program? What indicators did you track, or are currently being tracked to measure outcomes and goal achievement?

4. Describe the relationship or bond made between the participants and your project or program and benefits realized. What has or will change because of funding received? Share a brief success story or anecdote about this connection.

Return this completed report form along with the items below, to SCF:

- ✓ Budget vs. Actuals Report
- ✓ Media Release Form
- ✓ One or more digital photos