

**Final Report and Receipts – To be returned upon complete use of grant monies or project year-end**

Organization: \_\_\_\_\_ Project Name: \_\_\_\_\_

Person Filing Report:

Address:

Phone:

Email:

Date Submitted:

Please briefly summarize the goals of your project. Were you able to attain the goals of your project? Please explain. Were there any unexpected successes/benefits?

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What method was used to evaluate the project? Please detail program/project results and the tools you used to measure the change.

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Were there any unexpected barriers to overcome? What were they and how were you able to address them?

Do you plan to continue the project? If yes, will any of the past year's experiences cause you to change the project? If yes, how will the project be changed?

If you were awarded only a partial amount of the funds requested, how did this impact your project?

You are required by grant acceptance rules to provide examples of how you recognized the contribution of the DCEF grant to your project. Please attach copies of articles and pictures of your project implementation and/or results.

Please remember to attach all receipts (keep copies for your own files) with final evaluation form when you have concluded your project. These can be submitted anytime between the date of award by the DCEF Advisory Council- September 1, 2009 to September 1, 2010- but we prefer as soon as you can. If you have not completed your project by June 1, 2010, you must call or write DCEF with a status report on your project. Thank you

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*Board Chairman (signature)*

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*Date*

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*Print Name*

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