GRANT REPORT FORM

The Jernigan Foundation is pleased to support your organization’s work, and we look forward to hearing about the successes and challenges you’ve had in the past year with the project/program we supported.

Please submit your report by the date requested in our grant agreement letter by filling out the information below and emailing it along with financials and visuals to: heather@jerniganfoundation.org. Please limit the narrative section to two pages or less.

**SECTION A - General Information**

|  |  |
| --- | --- |
| Organization: | Primary Contact: |
| Title of Project/Program: | Phone: |
| Email: |
| Amount of Grant: | Date of Grant Letter:   /  / |

**SECTION B - Financial Report**

Please provide specific information on how our grant funds were expended, as well as revenue and expense information for the project/program we funded (or for the whole organization if the grant was not project/program specific). If there are unspent grant funds, please explain.

**SECTION C - Narrative Report**

1. Please summarize in one paragraph the most important outcome from this grant.
2. Describe the number of people impacted and how this grant empowered the vulnerable, at-risk, and defenseless toward a flourishing future.
3. Please describe how you met the objectives outlined in your grant proposal.
4. Did you learn any lessons or face any challenges/barriers with the project/program? If so, how did you handle the challenges, and will the lessons learned inform your future work?
5. Please include an anecdotal story that happened because of the project/program our grant funds supported.
6. Please include a short summary of how your organization is doing as a whole.

**SECTION D - Visual Report**

Please provide photos or videos that show the people your organization has impacted, or your organization’s work in action. Please only share photos/videos that we have permission to post on our website if we highlight your work. Thank you!

*If you have any questions, please contact Heather Tuininga, Executive Director at:* [*heather@jerniganfoundation.org*](mailto:heather@jerniganfoundation.org)

*Please note: grant reports must be current before future grant proposals will be considered.*