

Evaluation and Summary Report

Please complete this form in its entirety within one month after the completion of your project/event, but no later than the end of the current calendar year. Please attach receipts. Photos of your project and personal comments help us with fundraising. Please ensure that parental/guardian permission has been given for publishing children's photos in print or internet media. Email photos to ACF@albanycommunityfoundation.org

Project Title _____

Organization/Applicant _____

Email Address: _____ Phone: _____

Amount received _____ Total amount spent _____

Other source/s of funding _____ Amount _____

Number of youth involved _____ Number of adults involved _____

(If you need more space, please continue on the back or attach a separate sheet.)

Brief Description of your project _____

Please explain how you accomplished your goals:

What, if anything, would have made your project work more successfully (e.g., more volunteers, more time, different materials)

Did you use any outside help (parents, businesses, etc.)? If yes, please explain

What suggestions do you have that would improve the Grant Program?

Signature of Applicant _____

Thank you for taking time to complete this report. Please return to the Albany Community Foundation, 1164 Solano Ave. Box 133, Albany CA 94706 at the end of your project or by the end of the current calendar year.