



MEDF FINAL GRANT REPORT

Cover Sheet

Date of Report:	
Legal Name of Organization:	
Project Name:	
MEDF Grant Amount:	
Dates of the Project:	
President/Executive Director:	
Phone Number:	
Email Address	
Business Address:	
City/State/Zip:	
Fax Number:	
Website Address:	
Contact Person/Title/Phone Number/Email Address (if different from President/Executive Director)	
Have there been any changes to your organization's IRS 501(c)(3) not-for-profit status since your request for this grant? If yes, explain.	

Signature, Executive Director or President

Date

Typed Name and Title

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Narrative & Financials

1. **Narrative** (Two to five pages)
 - A. **Results**
 - (1) List the original goals and objectives of the grant, and tell how they were met during this reporting period.
 - (2) Describe current status on meeting any special terms of this grant (e.g. challenges, contingencies, etc.).
 - (3) If possible, explain results in outcome-based terms. For example, what difference did this grant make in your community and for the population you are serving?
 - (4) Variance from original project plans often occurs. In what ways did the actual project vary from your initial plans? Describe how and why.
 - (5) Describe any unanticipated benefits or challenges encountered with this project.
 - (6) Describe how collaborative/cooperative efforts with individuals and organizations involved in planning, implementing, funding and/or evaluating this project/grant affected outcomes.
 - B. **Lessons Learned**
 - (1) What are the most important outcomes and lessons learned from this project?
 - (2) If you were to undertake this project again, would you do anything differently? If yes, please explain.
 - (3) Other lessons?
 - C. **Future Plans.** What is your vision of this project over the next three years? Include plans and rationale for ongoing funding, expansion, replication or termination.
 - D. **Public Relations.** Attach any printed material relating to the funded project: press or news items, brochures, letters of support, photographs, etc.
2. **Financials**
 - A. Using the budget from the original application, provide detailed expenses and income for the project for this period. Provide narrative on any variances from the original projected budget.
 - B. Include a complete, detailed accounting of how the specific grant dollars from this foundation were spent.