

**GRANT PROJECT EVALUATION REPORT**

Club Name \_\_\_\_\_

Person completing this report \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ E-mail \_\_\_\_\_

Title of Project \_\_\_\_\_

Date of Report \_\_\_\_\_ Grant Amt. \_\_\_\_\_ Year Approved \_\_\_\_\_

**1. PROJECT INFORMATION**

Provide a brief narrative statement of the project's accomplishments, Rotarian involvement in the project and the project's impact on the community.

**2. PUBLICITY, PROMOTION AND DOCUMENTATION**

Provide pictures of the project with visible Rotary identification. If you have not already done so, please provide copies of any press releases, brochures or other news items regarding this grant.

**3. FINANCIAL INFORMATION**

Please **itemize expenditures** made from the Rotary District 6360 Foundation grant.

**AMOUNT OF GRANT:** \$ \_\_\_\_\_

**EXPENSES:** (as they relate to the Foundation grant)

Program Expenses:

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

**TOTAL EXPENDITURES** (should equal amount of grant) \$ \_\_\_\_\_

**5. OTHER COMMENTS, IF ANY.**

**Note:**

- Any money not used on this project must be returned to the Rotary District 6360 Foundation.
- This Project/Evaluation Final Report must be submitted to the Rotary District 6360 Foundation Grants Chair 30 days after the completion of the project.
- This Project/Evaluation Final Report must be submitted to Rotary District 6360 Foundation prior to submitting another application for grant consideration.

If you have any questions, please call or e-mail Teresa Fitzwater, Grants Chair at 517-242-0125 or [tj.fitzwater@gmail.com](mailto:tj.fitzwater@gmail.com)

Project Chairman Signature\_\_\_\_\_

Club President Signature\_\_\_\_\_

Date Submitted\_\_\_\_\_

**SUBMIT COMPLETED REPORT TO:**

**Teresa Fitzwater, Grants Chair  
Rotary District 6360 Foundation  
323 Elmshaven  
Lansing, MI 48917**

**THANK YOU!**

