LCC Grant Award Final Report (PREVIEW)

Your final report is due 30 days after the end of your grant funded activity.

1. Contact name

2. Contact email

3. Project name

4. Project/Program Description: Provide a brief 1-2 sentence summary of your project

5. Summary of outcomes and evaluation: Describe the actual outcomes and evaluation methods used. Outcomes should describe how Longfellow residents and/or the Longfellow Community were affected by the project. Evaluation should describe the means by which you gathered feedback and made adaptions to your project. Limit of 1,000 characters.

6. Attach 3-5 photos of your event, program or project here.

7. Attach 1-3 versions of promotional materials that showcase the LCC logo and required wording such as *"This activity is made possible by neighborhood funding from the Longfellow Community Council"*

8. Project changes: Please describe any significant changes outside of budget items from your original grant application. If none, type NONE or N/A. Limit of 500 characters.

9. Actual project expense: Did you spend the grant funds on what was described in your grant application?

10. Actual project expense: Did you spend the entire budget amount on the grant activities?

11. Project expense changes: If you did NOT spend the grant funds on what was described in the project expense budget, please describe how the funds were spent. Limit of 1,000 characters.

12. Did you receive advance approval from LCC for any of these project changes?

13. Attach receipts for all expenses of your grant here