

The final grant report consists of three content areas. Any questions marked with a red asterisk * are required.

I. Final Report (Narrative, Population Data, Other)

Narrative: (500 words max per question)

*What went well?

*What didn't go well?

*What specific outcomes were achieved?

If you were you able to publicize information concerning the grant in the newsletters, annual reports, press releases, website and/or other relevant media we'd love to hear about it. Was LCBHS was acknowledged? Why or why not?

Do you have any compelling stories to share as a result of this grant?

Population Data:

If you have demographic data on the populations you serve, upload it here.

BHS provides a [Sample Population Reporting Template](#) but will accept demographic data in whatever format you have already available. Please help us by completing as much data as you can regarding these grant-funded initiatives. This information is part of a larger effort to help us determine whether Impact Fund grants are truly making a difference in our community.

Other:

Is there anything else you would like to share?

If you'd like to upload any supplemental materials, photos, or documentation, please do so here.

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II. **Objectives** (An evaluation of the completion status for **each** objective)

*Enter the quantity reached for each objective.

*Elaborate on the progress made towards this objective over the course of the grant.

Upload any supporting documentation

III. **Budget** (An evaluation of the Expenditure of Funds)

*Complete the budget table with the final expenditures by budget category. *Make sure the supporting documentation matches what is entered into this budget table.*

*Please upload a high-level Profit and Loss Statement for the current reporting period. *Statement should include LCBHS grant dollars only (not the entire organization).* [Financial Report P&L Example](#)

*Please upload a financial system-generated General Ledger for the current reporting period. *Statement should include date, description, and amounts that are sorted and summed to match to the attached Profit and Loss Statement.* [Financial Report P&L Transaction Support Example](#)

*Briefly describe the status of your expenses in more detail.

Reminder

Any portion of the grant unexpended at the completion of the project or the end of the period shall be returned to LCBHS. LCBHS will be in contact regarding unspent funds after review and approval of the final report.