

MIAMI COUNTY FOUNDATION GRANT REPORTING FORM

Miami County Foundation guidelines require: *Organizations receiving grants must submit a final report to the Foundation indicating disposition of grant funds. Failure to submit invalidates future funding requests.* Send the completed form to the address or fax listed above. **You must submit this final report by February 20 of the following year if you received a spring grant or August 20 of the following year if you received a fall grant.** If you have not spent the grant funds in entirety please notify the office. Please **don't** include this final report with a grant application.

Year grant awarded _____ **Spring or Fall Grant (circle one)**

Amount of grant award \$ _____

Organization name: _____

(Please print clearly or type)

Person completing report _____

Contact phone number _____

Purpose of grant: _____

Were grant monies used for this purpose? Yes ___ No ___

If no, explain _____

Did you have unspent dollars from grant award? Yes ___ No ___

If yes, how much \$ _____

List any other funding sources and amounts used to complete the project or purchase _____

Note: Please attach all published materials regarding the project including posters, newspaper articles, or releases, programs, advertisements, etc.

Additional comments or success stories _____

Board President or Principal's Name _____ Signature (required) _____

Executive Director or Superintendent's Name _____ Signature (required) _____

Report can be mailed or faxed no later than the deadline stated above

P.O. Box 1526
Piqua, OH 45356-1526
937-773-9012 fax/phone