# 1. Project Basics

a. Project Name:

b. Short name:

c. SF Rotary Foundation grant number:

d. Project Leader:

e. Project period:

f. Grant amount awarded:

# 2. Status and Date

a. Check here if this is a Provisional Final Report \_\_\_

b. Date of this report \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 3. Rotarian Participation

Use (\_\_\_) for projected number if needed

SF#2 Rotarians: \_\_\_ (\_\_\_) Rotaracts: \_\_\_ (\_\_\_) Interacts: \_\_\_ (\_\_\_) Other Rotarians: \_\_\_ (\_\_\_)

# 4. Implementation Synopsis, Including Successes and Challenges (10 lines)

# 5. Completion of Objectives

**Objective 1.**

As proposed in application (full objective):

Actual number to date:\_\_\_\_ Projected at end date, if Interim Report:\_\_\_\_

Comments:

**Objective 2.**

As proposed in application (full objective):

Actual number to date:\_\_\_\_ Projected at end date, if Provisional Report:\_\_\_\_

Comments:

**Objective 3.**

As proposed in application (full objective):

Actual number to date:\_\_\_\_ Projected at end date, if Provisional Report:\_\_\_\_

Comments:

# 6. Rotary Recognition and Project Publicity

a. Recognition.

b. Publicity.

# 7. Lessons Learned

a. What worked well? What could be done differently to achieve a more successful outcome?

b. Would you recommend this project be done again in the future ? Briefly explain why or why not.

# 8. Financial Reporting

a. Amount of grant funds remaining at project completion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

b. Has this remaining balance been returned to the SFRF? Yes \_\_\_ No \_\_\_\_ N/A \_\_\_

c, If remaining balance hasn’t been returned, why not?

**FINANCIAL REPORT**. Attach a detailed financial report on the use of funds provided by this grant and the funds remaining. This is a critical part of your application. Please see instructions and example.



Project Leader Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_