

Formula Grant Project Summary Report

Project name: _____
Subrecipient: _____ Project number: _____
Address _____ Phone number: _____
Award amount: \$ _____ Project period: _____
Federal Funds Spent: \$ _____

Number of volunteers for the project _____ Total hours _____

1. Is this project continuing? Yes No

2. How is it being funded? (Client fees, grants, donation, etc.)

3. What was the assessed need for your program, and to what extent did you meet the need(s)?

4. What were the strengths, accomplishments, and successful features of your program?

5. Did you try anything innovative? If so, please explain.

6. Identify challenges that you encountered with implementing your program and explain and steps that were taken to overcome those problems.

7. Other comments. (Attach additional sheets if necessary.)

Project Director's signature

Date