



Reports help the Foundation track the progress of programs and projects and ensure proper oversight of grants awarded. Reports are also intended to provide the grantee an opportunity to reflect on program activities and plans. Please use these guidelines to report on the progress of your grant. The report should be submitted with your application for the following grant cycle.

The Foundation will not release grant payment for future grants until all report requirements are complete. Please do not use this report for future support requests. Feel free to add any supplemental information or materials that may be helpful to our understanding of your progress to this report.

Email completed grant reports and applications to hannah@spanishpeaksfoundation.org. For more details on grant applications please visit the [SPCF website](#) grants page.

Name of Organization:

Contact Details for Organization:

Amount of Grant Awarded:

Purpose of Grant Awarded:

Please provide narrative on the following:

- A brief description of the original goals and objectives set for the organization during the grant period.
- What were you able to achieve as a result of this grant?
- What internal and external factors have contributed to or impeded the success of this grant?
- Based on your experience thus far, what would you have done differently if you had the chance?
- Are there any important changes or information about your organization you want to share with the Foundation?
- Did you spend the money as outlined in the grant proposal? If no, please explain.
- Are there any grant funds remaining?