



SAND SPRINGS EDUCATION FOUNDATION

Helping to Build a Brighter Future in Education

Grant Final Reporting Form

PROJECT#: _____ APPLICANT(S)/SCHOOL: _____

PROJECT NAME: _____ AMOUNT: _____

1. Have you acknowledged the grant amount with a card or letter to SSEF? ___(Y) ___ (N)
2. What was the main set of goals and objectives that your grant addressed? (Please be brief)
3. Have you met or made progress toward the objective(s) of your grant? ___ (Y) ___ (N)
Please explain your answer.
4. Have you spent the full amount of the money awarded in your grant? ___(Y) ___ (N)
5. How much have you spent to date? _____
6. Do you need the remainder of the balance if you have not used the full amount of the grant to complete the proposed project? ___(Y) ___ (N)
7. When do you plan to complete the project? _____
8. Please list any circumstances that might prevent you from completing the entire project in a timely manner.

Please be advised that all funds for your grant project must be spent and receipts turned in by the second Friday in the month of May.

Date

Signature

Please submit this completed form to the SSEF by email, ssef@att.net, or through school interoffice mail by the second Friday in May.