

Final Grant Report

Grant Report

Important information

As indicated in your grant agreement, the Ohio State Bar Foundation requires submission of a grant report within 30 days following completion of your project, conclusion of the grant period or written notice from the Foundation.

For more information, please refer to sections III.E. and III.F. of your original grant agreement to review reporting requirements, which are directly related to each page on this form.

These reports are integral to our monitoring and evaluation process, help us learn about the needs of Ohio, and enable us to be proactive by tracking trends. We would also like to share your stories of success with our Fellows, Board of Trustees and the public.

Information shared in this report will aid the OSBF in highlighting your project and organization publicly. Please note the OSBF uses various channels to accomplish this, including but not limited to internal and external publications, media releases, social media platforms, and recognition at various events.

Please contact Tiffany Patterson at 614.487.4483 or tpatterson@osbf.net if you have any questions about completing this requirement.

Grant Evaluation

Grant Information

Organization Name

Project Title

Project Start Date

Project End Date

Dates covered by this report

Grant Amount

Evaluator's Name

Evaluator's Phone Number

Evaluator's E-mail Address

Results

What was the problem/need that your project addressed?

Who was the target audience? How many people were served? Where were people served?

What was accomplished with this project? How do the accomplishments align with your goals?

How did you measure the outcomes? What were your results?
What are indicators for success of the project?

What challenges did you face? What important lessons were learned?

What are your specific plans, if any, for continuing work on this program?
How will it be disseminated going forward? Has additional funding been secured?

Were any additional collaborations made during the project?
Is there a plan for replication that others can follow to implement a similar program?
If so, please attach the replication plan on the "Resources Produced" page.

How could the OSBF have supported the project better?

Is there anything else you'd like to share with us?

If available, results or feedback provided from surveys may be attached below.
After choosing your file, please select **Upload**.

Public Relations

Information shared below will aid the OSBF in highlighting your project and organization publicly. Please note the OSBF uses various channels to accomplish this, including but not limited to internal and external publications, media releases, social media content, and grantee recognition at various events.

Please include two or more personal stories from people who were helped by this project.

Please provide contact information for at least one person willing to be interviewed over the phone or on camera about your project and the people you helped.

If possible, please include at least 2 hi-resolution photos related to the project.

Photo #1

After choosing your file, please select **Upload**.

Photo #2

After choosing your file, please select **Upload**.

Please include any media releases or marketing materials created about this project.

After choosing your file, please select **Upload**.

Additional Attachment

After choosing your file, please select **Upload**.

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Additional Attachment

After choosing your file, please select **Upload**.

Financial Report

To summarize use of grant funds, please attach a complete statement of income and expenses for the project.

Budget vs actual format preferred.

Was there any surplus or unexpended grant funds upon completion of the project or at the end of the grant period?

Refunds should be made by check payable to the "Ohio State Bar Foundation".

Audited Financial Statement

*Issued during the grant period

Financial Narrative, if necessary

Resources Produced

Please attach any materials or resources developed as a result of the project or grant .

After choosing your file, please select **Upload**.

Additional Attachment

After choosing your file, please select **Upload**.

Additional Attachment

After choosing your file, please select **Upload**.

Additional Attachment

After choosing your file, please select **Upload**.

Website Link to Resource

Website Link to Resource

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Website Link to Resource

Comprehensive Final Report

A comprehensive final report is also a requirement of the grant agreement and is due 60 days following completion of the project or end of the grant period. Refer to section III.F. of your original grant agreement.

The comprehensive final report allows additional time for our grantees to collect ALL FINAL statistical, financial and narrative data that was not captured or available with the submission of this report. Some examples include delayed invoices, survey analysis, pending case decisions and/or availability of institutional financials, depending on the nature of the project.

If this submission contains ALL FINAL project information with no other results pending, please verify below that this report is to be considered the comprehensive final report.

Signature of Evaluator

By entering my name in the box below, I verify that all information submitted in this report related to the grant project is accurate and complete.

My signature is made as one who is authorized to evaluate the project on behalf of the grantee organization.

Evaluator's Signature

Evaluator Title

Evaluator Signature Date

Furthermore, I verify that I have combined the OSBF grant report and comprehensive final report into this one submission, with all final statistical, financial and narrative data

reflected.

Evaluator's Signature

No signature here indicates a comprehensive final report **will** be submitted as indicated above.

SAMPLE