

Final Grant Report:

Sample Report Questions



All grantees must submit a final report detailing the impact and outcomes of their Walters Family Foundation-funded initiative.

Interim reports are required for all grants over \$50,000, as well as for select projects, as determined on a case-by-case basis. For organizations awarded a multi-year grant, an interim report is required prior to receiving any subsequent payments.

Please submit your interim and final grant reports through the [online portal](#) and refer to your grant agreement letter for details about your reporting schedule.

Grant Funds

Were grant funds expended as planned? Are there any grant funds remaining? Please elaborate.

Outcomes

What specifically were you able to achieve as a result of this grant? Describe your results achieved in meeting the goals and objectives outlined in your original proposal. If any of the goals or objectives were not met, please explain why.

Impact

GENERAL OPERATING GRANTS

Did your organization achieve the desired impact? What benefits or improvements did this grant have on the community? Were there any unanticipated positive impacts?

PROJECT GRANTS

Did this project achieve the desired impact? What benefits or improvements did this grant have on the community? Were there any unanticipated positive impacts? If applicable, please also quantify how many children, youth, adults, or families were served by this project.

What's Next?

GENERAL OPERATING GRANTS

Share your specific plans for future work. How has your organization sustained, or will you sustain, the benefits, momentum and spirit of this work? What additional funders have committed support to the organization and at what level?

PROJECT GRANTS

Share your specific plans for future work on this project. How have you sustained, or will you sustain, the benefits, momentum and spirit of this project? How do you intend to fund this project going forward? What additional funders have committed support for this project and at what level?

Challenges

GENERAL OPERATING GRANTS

What internal or external challenges did your organization face during the grant period? How did you address those challenges? Were the challenges resolved or mitigated?

PROJECT GRANTS

What internal or external challenges did you face in connection with this project? How did you address those challenges? Were the challenges resolved or mitigated?

Lessons Learned

GENERAL OPERATING GRANTS

What were the most important lessons learned during the grant period? What did you do particularly well and what might you have done differently?

PROJECT GRANTS

What were the most important lessons learned during the grant period? What did you do particularly well and what might you have done differently? Did the program add to the knowledge of a subject or improve service delivery?

Share a Story

Please share a story that you think best represents the impact of this grant within your organization or benefiting the individuals and community served.

Additional Information

Are there any important changes or information about your organization or project that you want to share with the Foundation?

Required Documents

- Program Budget
- Organization Budget
- Financial Statement – Attach an itemized account comparing proposed and actual revenue and expenses for the grant period.
- Photographs