

Farm Foundation, NFP

Small Grant Report Form

*This report is to be submitted quarterly from the date the grant is awarded
A report is also due within 30 days of the end of the Farm Foundation fiscal year, which is April 30.*

Grantee Name: _____

Amount of grant: _____ Date grant awarded: _____

Purpose of grant: _____

1. Report the progress made toward completing this grant. If the project is not on target with the schedule specified in the grant application, please indicate why. If the stated completion date is not to be met, please indicate why and the revised completion date. (Attach additional pages as needed):

2. Attach a budget summary showing the original budget, the budget status to date. Also include an itemization of expenditures made to date from Farm Foundation grant funds, and the amount of grant funds unspent.

3. Grantee asserts that it has made all expenditures in furtherance of the stated purpose of the grant.

4. Grantee asserts that it has complied with all the terms and conditions of the grant specified in the Grant Agreement signed by the Grantee and Farm Foundation NFP dated (insert Month and Year) _____

I declare that I am authorized to sign this report on behalf of the individual/organization above, that I have examined the foregoing statements and to the best of my knowledge they are true, correct and complete.

Name

Title

Date: _____