

**PROGRAM EVALUATION REPORT**

**DATE OF GRANT AWARD** by The Summit Foundation: (mm/dd/yyyy)

1. Organization:
2. Funded program/project:
3. What were the objectives of the project, how were they accomplished and were they fully achieved?

a. Describe how you assessed progress and the metrics utilized.

b. If there were any obstacles to achieving your goals, please describe them.

1. Total number of people served by the program and their respective geographical breakdown by town.
2. How were the funds expended? Please show a brief budget summary.
3. Will you continue the project in the future? If so, how will it be funded?
4. Please describe how you publicized this grant and how you acknowledged the support of The Summit Foundation.
5. (Optional) Please attach a high-quality photograph, suitable for The Summit Foundation’s website, highlighting those who benefited from the program. This may be a print or an electronic file (JPEG 1MB @ 72dpi). For minors or others who are identifiable, please include a release form.
6. (Optional) Please describe in a few sentences the benefits that one or more individuals were able to receive because of The Summit Foundation grant. This should be an anecdotal account demonstrating progress or growth, and suitable for publication on The Summit Foundation’s website or other public media.

Signature:

Title:

Date:

Please email this form to grants@summitforever.org with this subject line:

**Agency name TSF evaluation report Year Grant was Awarded**

*For example: XYZ Agency* TSF evaluation report 20XX