EVALUATION & REPORT SUMMARY FORM

PLEASE USE THIS FORM FOR YOUR MIDTERM AND YOUR FINAL REPORT.
Please indicate which report: Midterm: _____ Final: _____

Organization: _____

Project: _____

PART I: MEETING YOUR OBJECTIVES

Provide a list of your objectives as stated in the grant and describe your progress in meeting each objective.

Has there been any change of focus in services provided since the inception of the project?

Please explain any delays in the implementation of the project and what you have done to remedy the delays/problems.

How would you rate the overall success of your project to date?

PART II: EVALUATING YOUR PROGRESS

Describe your Evaluation Plan and explain your evaluation results to date.

Do you plan to make any changes to your Evaluation Plan?

PART II: COMPLETING THE PROJECT DATA SHEET

Complete the Project Service Data Form

PART IV: CERTIFYING THE INFORMATION

We certify that the information contained in this progress report and all forms, narrative, and any attachments submitted with it are true and correct to the best of our knowledge. We understand that any willful manipulation of information or data will result in immediate discontinuation of funding from the Twin County Community Foundation to our project.

_____ Date_____
Signature of Program Director

_____ Date_____
Signature of Executive Director (if different from Program Director)