



BLUE MOUNTAIN  
COMMUNITY  
FOUNDATION

**GRANT EVALUATION FORM**

This form must be signed and returned with the Grant Evaluation Narrative. Please complete and return this form by **June 30, 2010**. **No further grant requests from your organization can be considered until this form has been completed and returned.**

Name of organization reporting: \_\_\_\_\_

Dates covered by this grant: from \_\_\_\_\_ to \_\_\_\_\_

Executive Director: \_\_\_\_\_

Phone, fax and e-mail: \_\_\_\_\_

Contact person/title/phone/fax/e-mail: (if different from Executive Director) \_\_\_\_\_

\_\_\_\_\_  
Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Project/Program Name: \_\_\_\_\_

Amount of Grant: \_\_\_\_\_

Purpose of Grant: \_\_\_\_\_

\_\_\_\_\_  
Have there been any changes to your organization's IRS 501(c)(3) status since you were awarded this grant? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

\_\_\_\_\_  
I hereby certify that the above and attached statements are true and accurate.

\_\_\_\_\_  
Signature of Executive Director or Authorized Board Member

\_\_\_\_\_  
Date

**I. NARRATIVE**, a maximum of one page, which includes the following:

1. a. List the number of participants in the program/project.  
b. If applicable, describe the diversity of the population served (e.g. ethnic, gender, geographic area and/or disability).
2. Describe the progress made toward the stated goals and objectives related to this specific grant. (Please include those stated goals and objectives in your response.)
3. Were there any unanticipated results, either positive or negative? If yes, please describe the implications.
4. Did external or environmental factors (e.g. a flood, an economic downturn, a partner organization stopped providing services, etc.) affect the achievement of your program or organizational goals or the anticipated timeline? If yes, what did you do to address these issues?
5. If you will be continuing this program, what are the plans for sustaining or expanding the program, including a future funding plan? (For a general operating grant, please answer in terms of the organization.) If discontinuing the program, what factors led to this decision?
6. If you have identified areas where increased collaboration between organizations or sectors would lead to increased positive outcomes for your constituents, briefly describe your ideas.
7. If reporting on a specific project/program, please also provide income and expenditure information compared to the approved budget for that project or program. If there are any major variances, please explain.
8. Please share with us any recommendations you have for our grant making or reporting process.