



**GRANT REPORTING FORM**  
**Lyford Cay Foundation, Inc.**  
**Gifts and Grants Committee**

*Please send all materials to  
The Chairman, Gifts and Grants Committee, Lyford Cay Foundation, Inc.  
P. O. Box N-7776, Nassau, Bahamas*

Name of Organization .....  
Project Name .....  
Date of Award ..... Award Amount \$ .....

**REPORT IS DUE SIXTY (60) DAYS FOLLOWING THE COMPLETION OF YOUR PROJECT**

Please answer the following questions, using additional paper as needed. Please refer back to your submitted Grant Application Form and Supplemental Information Package when answering these questions.

- What were the goals of the project?
- What specific activities were undertaken with the grant award to achieve those goals?
- Describe the current status on meeting any terms of this grant (e.g. challenges, contingencies, etc.).
- In what ways, if any, did the actual project vary from your initial plans?
- Describe the project's impact on the target population.
- Describe the results of the evaluation of this project.
- If you were to undertake this project again, would you do anything differently? If yes, please explain.
- What follow-up activities are planned?
- Please provide your thoughts on ongoing funding, expansion, replication or termination of this project.
- How were the grant funds spent? Using the original budget included with your proposal, provide detailed expenses and income for the project for this period. Provide narrative on any variances from the original project budget. Please attach the appropriate supporting documentation (e.g. copies of invoices, etc.).
- If you are reporting on a general operating grant, submit actual end-of-year income and expenses for the organization in the year in which the grant was used.
- Who else has funded this project and to what level?
- If possible, provide a 'human interest story' that illustrates the success of your project.
- If applicable, please attach selected materials relating to the funded project: press or news items, brochures, letters of support, photographs, etc.

Signature of Report Preparer ..... Date .....

Print Name/Title .....

Signature of Project/Organization Director ..... Date .....