# RotaryMBS_RGBWashington

# Small Grant Progress Report

Project Name and Project Site :

Host Club Project Leader :

International Club Project Leader :

Date :

**1. OBJECTIVES**

Your answers to the questions in this report will help us measure this grant’s impact, publicize your successful activities, and document your good stewardship practices. Thank you for taking your time to complete this report carefully and accurately.

**a. Report type**

|  |  |
| --- | --- |
| Progress Report |  |
| Final Report |  |

**b. Your Global Grant was approved to fund the following activity (ies):**

|  |  |
| --- | --- |
| Humanitarian Project |  |
| Vocational Training Team |  |
| Scholarship |  |

**c. Rate progress toward achieving your project’s objectives**

|  |  |
| --- | --- |
| Excellent |  |
| Good |  |
| Fair |  |
| Poor |  |
| No progress |  |

**d. If no progress has been achieved to date, explain why**

**e. Have the objectives been modified?**

|  |  |
| --- | --- |
| Yes |  |
| No |  |

**f. If yes, explain how and why**

**g. List your project activities to date. In your description, tell us where the activity took place, who participated and what has been accomplished.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Activity | Description | Status | Completion date |
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**h. List the activities you plan to initiate within the next 12 months (if applicable)**

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| --- | --- | --- | --- |
| No | Activity | Description | Completion date |
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**2. PARTICIPANTS**

**a. Describe how the host and international Rotarians committed their time and expertise during the implementation of the project**

**b. Identify any Rotary clubs or districts other than the primary sponsors and financial contributors who were involved in this grant**

**c. How has the cooperating organization participated (if applicable)? What resources or expertise has the cooperating organization contributed?**

**d. Any changes in your primary contacts?**

**e. Attach any additional documents to share what you have achieved to date**

**f. Attach any photos**

**3 : BUDGET**

1. **Provide your actual spending to date since grant approval in whole number amounts in the same currency as was used in your application budget. Add new budget items if needed.**

Insert budget lines from application here as shown in your original application

1. **Attach invoices or other documentation to support the expenses listed above**