



# KIRKPATRICK FOUNDATION

## FINAL REPORT FORM

---

Congratulations on the completion of your Kirkpatrick Foundation-funded project. We are pleased to have helped bring your vision to the community. Final reports are due no later than thirty days following the end of your project and are required before applying for future funding from the Kirkpatrick Foundation. Please type or print clearly and return this report form as soon as possible to:

Paulette Black, Program Officer  
Kirkpatrick Foundation, Inc.  
1001 West Wilshire Boulevard  
Oklahoma City, Oklahoma 73116

**Also, attach a one-page summary on the grantee organization's letterhead of the results of the grant, signed by the board president or chairperson and the executive director.** Describe outcomes in qualitative and quantitative terms, key achievements, and lessons learned. Also, please describe the impact or benefits for participants and how findings will affect future programming. Include the names of the staff members responsible for project oversight and implementation, any outside contracted facilitators involved, and if this project will be repeated in the future. Thank you.



# KIRKPATRICK FOUNDATION, INC.

Name of Organization: \_\_\_\_\_

Name of Project: \_\_\_\_\_

Contact Name & Title: \_\_\_\_\_

Name & Title of Person Completing this Form: \_\_\_\_\_

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

Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Grant Amount Awarded: \_\_\_\_\_

Date of Grant Award Letter: \_\_\_\_\_

Date of Grant Completion (Expenditure of Grant Funds): \_\_\_\_\_

Purpose of Grant (100 Words or Less): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please detail the use of grant funds expended: (such as salaries, brochures, etc.):

<u>Purpose/Item</u>	<u>Amount Spent</u>