

HAWAI'I PEOPLE'S FUND

Grantee's Report Form

Every grant is a learning opportunity, both for the grantee and the foundation. Writing a progress report is a chance for the grantee to reflect on the challenges and successes of their efforts. And the foundation reading the progress report gets information that they can share with their donors supporting that work.

In 2009, Hawaii People's Fund updated its grant report policy. To be eligible to receive future grant funding, grantees must submit a report by the original deadline. See enclosed policy statement.

Things likely did not go just as you initially planned them; they rarely do. This can be a final report or, if the funded work is not yet complete, it can be an interim report discussing where the work stands after 9 months. (If a significant amount of the work proposed is not yet accomplished, please be sure to contact us before the report deadline.) Your honesty will help us understand the needs and challenges of all Hawaii People's Fund grantees. Mahalo!

Grantee Organization Name _____

Fiscal Sponsor (if any) _____

Grant Amount \$ _____

Grant Date _____

Please answer the following questions in a narrative format. Be sure to answer each question.

Our organization would be interested in training and technical assistance in the following areas:

1. From your proposal, summarize in one paragraph the purpose (key elements, and/or objectives and outcomes) you proposed in your Hawai'i People's Fund grant application.
2. How well did you meet the goals and/or intent of your proposed work? In what ways did you do this? If some goals/intent was not met, why do you think that happened?
3. How did Hawai'i People's Fund make a difference to your work?
4. Besides money, what would have helped your work or been valuable to your organization?
5. What other sources of income were available? What other fundraising activities you have engaged in since receiving a Hawai'i People's Fund grant?
6. If this project was not ongoing, has it led to future plans?
7. What other organizations have you worked with since the HPF grant, if any? What roles have they played in your work?
8. What has changed as a result of your work? What else could you say about your project?
9. How did you highlight Hawai'i People's Fund to your constituency and/or the general public during this grant period?
10. We have enclosed the following with our report:
 - ___ actual or digital photographs
 - ___ newspaper/magazine clippings
 - ___ something else (examples: report, video, DVD, CD, bumper sticker, button, etc.)

Grantwriting	<input type="checkbox"/>
Fundraising	<input type="checkbox"/>
Leadership Development	<input type="checkbox"/>
Communications & Media	<input type="checkbox"/>
Community Organizing	<input type="checkbox"/>
Political and Social Analysis	<input type="checkbox"/>
Board Development	<input type="checkbox"/>
Digital Technology	<input type="checkbox"/>
Group facilitation	<input type="checkbox"/>
Organizational Dynamics	<input type="checkbox"/>
Other:	_____

Send with budget page, receipts and attachments to:

Hawaii People's Fund
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 Honolulu, Hawaii 96814
 peoples@lava.net



