A grant report form must be submitted to OSI within one month of completing the funded project or program. Additional grant requests will not be considered if this requirement is not met.

|  |  |
| --- | --- |
| Name and mailing address of organization or project |  |
| Name and mailing address of contact person |  |
| Preferred method of contact (phone and/or email) |  |

1. Briefly describe the project completed.

2. Who and how many benefited from the project?

3. How did the project assist you in supporting your objectives and goals?

4. Amount of funds granted by OSI?

5. Please provide a brief budget narrative on how the funds from OSI were used.

|  |  |
| --- | --- |
| Submitted by  |  |
| Phone number |  | Date |  |

*Please attach any documentation collected during the program/project to help support this report; sample writings, photographs, research data or diagrams.*