

**Rainbow Grants Final Report**

**Community One Foundation**

Thank you for supporting the LGBTTIQQ2S community with your project.

The Community One Foundation is interested in hearing about what you have learned from your project. Please take a moment to complete all three sections of the final report.

Failure to complete a final report will impact future applications to Community One programs. Please keep a copy of the final report for your records.

Please include any samples of work funded by the Rainbow Grant (brochures, reports, posters, manuals, photos, news articles, etc.) by email or addressed mail as an appendix with your final report. Do not submit your only copies as we cannot return them to you.

For more information, please email grants@communityone.ca or call 416-920-5422 and leave a message.

A - THE BASICS

I, the undersigned, have authority to represent the grantee and certify that all of the information in this report is true and complete. I certify that funds awarded have been used for the purposes described in the original proposal and that the grantee has abided by the policies and requirements of the Community One Foundation.

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| --- | --- |
| Name of Project:  | Grant Code:  |
| Name of Applicant: (Individual, Group or Organization) |
| Legal name, if different than above: |
| Address:  |
| City, Province, Postal Code:  |
| Phone:  | Fax:  | Website:  |
| If applicable, identify the trustee organization: |

|  |
| --- |
| Person completing this report:  |
| Title:  | Date of Report |
| E-mail:  | Phone:  |

**Print Applicant’s Name Title (if applicable)**

**Applicant’s Signature Date**

**B - THE PROJECT UPDATE** (FIELDS WILL EXPAND AS YOU TYPE - THIS SECTION SHOULD NOT EXCEED 4 PAGES)

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| **What are the goals of the project?** |
| **Were these goals reached? Please describe.** |
| **Who are the leaders of this project? What groups or people have been involved in this project?** |
| **Who did this project serve and how many people did this project serve?** |
| **What have been the key activities of the project? (If available, you can include a project work plan to address this question)** |
| **Are there any key activities that still need to be implemented?** |
| **What lesson or observations can you share about the community your project supports?** |
| **How has the grant been publicly recognized?** |

C - THE BUDGET (FIELDS WILL EXPAND AS YOU TYPE)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PROJECT EXPENSES****(Please provide details)** | **DETAILS** | **TOTAL BUDGET** | **PORTION COVERED BY RAINBOW GRANT** | **ACTUAL AMOUNT SPENT** | **VARIANCE****(+/-)** |
| **Program, Production & Artistic Expenses**(i.e. space, materials, equipment rental, refreshments, artist fees, honoraria, etc.) |  |  |  |  |  |
| **Outreach**(ie. Workshops or Pre- sentations) |  |  |  |  |  |
| **Marketing & Promotion**(ie. Advertising, Press Release, Advertising |  |  |  |  |  |
| **Training**(ie. Workshops, Seminars, Conferences, etc.) |  |  |  |  |  |
| **Evaluation**(ie. Focus Groups, Surveys) |  |  |  |  |  |
| **Other**(please describe) |  |  |  |  |  |
| **TOTALS** |  |  |  |  |  |
|  |  |  |  |  |  |

* This template is meant as a guide. Please add or use other budget categories if necessary.
* Please include any budget notes to explain variations.

**THE FINAL REPORT CAN BE MAILED OR EMAILED TO**

|  |  |  |
| --- | --- | --- |
| **SOURCES OF REVENUE** | **AMOUNT** | **INDICATE IF AMOUNT IS CONFIRMED OR PROJECTED** |
| **Rainbow Grant award** |  |  |
| **Federal grants** |  |  |
| **Provincial grants** |  |  |
| **Municipal grants** |  |  |
| **Corporate donations** |  |  |
| **Individual donations** |  |  |
| **Self-generated income (i.e. sales, fees)** |  |  |
| **Other funding sources (please specify)****Funding from other Charities** |  |  |
| **TOTALS** |  |  |

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| --- | --- |
| **ACTUAL** **AMOUNT****RECEIVED** | **VARIANCE (+/-)** |
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COMMUNITY ONE FOUNDATION

PO Box 760 - Station F Toronto, ON M4Y 2N6 grants@communityone.ca