



JOHN P. ELLBOGEN FOUNDATION

Report Guidelines

The Foundation requires a report stating the specific benefits provided as a result of our funding. This document is due to the Foundation 30 days prior to our spring/fall granting cycle, within 1 year of receiving funds or when all funds have been expended, whichever is sooner. The Foundation report deadlines are posted on the Foundation website, www.ellbogenfoundation.org.

Organization Name:

Award Date:

Program Director:

Telephone:

Email:

Grant award amount:

Tax Identification Number:

Report Date:

Narrative Report: Not to exceed 3 pages. If additional clarification is needed, we will request it.

- Refer to your original request submitted for funding consideration
- Address each component of your request with qualitative and quantitative information
- Articulate in detail what has changed/the impact as a result of the funding. **Note:** We like stories

Budget: Income and Expenses

- Please provide detail of the fiscal activity as it relates to your grant.

Budget Narrative

Additional Notes/Comments: Supplemental documents to illustrate your success.

Submit Electronically To:

Mary Garland

mleg0@yahoo.com

307.761.1898