

FY21 *Advancement Grants* (AG) Final Report Template

This template is for your reference only. All reports and relevant materials must be submitted online through SurveyMonkey Apply (SM Apply). AHCMC cannot accept materials submitted by mail or email.

Please note that there may be formatting differences on the SM Apply grants portal, however the content of the questions will remain as seen on this template.

All required questions are marked with an asterisk (*). All text responses have a character count that includes spaces.

Submit this form no later than **July 31, 2021 at 11:59 p.m.** Please contact AHCMC grants staff with any questions.

Grantee and Award Information

***Organization Name:**

***Grant Agreement Number:**

***Grant Award:**

***Address:**

***City:**

***State:**

***ZIP Code:**

Contact Information

***Contact Name:**

***Title:**

***Phone Number:**

***Email:**

Final Report Narrative

Your responses should address your organization's staff, board, operations, programming, service to the community, and financials.

***Did your organization receive an AHCMC FY21 General Operating Support Grant?**

- Yes
- No

***FY21 project grants were converted to general operating support to provide grantees additional flexibility during an unprecedented time period. If your organization was unable to complete the project originally described in the application due to COVID-19, please describe how the FY21 *Advancement Grant* funds were used. Conversely, if your organization did complete the project originally described in the application, did your organization successfully achieve the project goals?** (2,500 characters maximum with spaces)

Use this space for any additional updates you would like to share. (2,500 characters maximum with spaces)

***Please use the chart below to indicate how FY21 *Advancement Grant* funds were used. A reminder that expenses paid for by AHCMC must equal the grant award of \${{will auto-populate}}.**

Only use numbers in the amount columns, do not include symbols such as "\$" or ",".

Line Item	Description	Dollar Amount
1.		\$
2.		\$
3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
Total		\$

Please provide any additional information to explain the line items above. (2,500 characters maximum without spaces)

***Signature of Authorized Representative of {{Grantee}}:**

By signing this form on behalf of {{Grantee}}, I certify that to the best of my knowledge, the information contained in this report is accurate.

Click, hold, and drag the mouse to sign.

***Name of Authorized Representative:**

***Title:**

***Date:**

Uploads

***Financial Statements**

- Upload a Profit & Loss Statement for the grant period (July 1, 2020 – June 30, 2021), and current Balance Sheet.

Contact Karen Judson, AHCMC Grants Program Manager, at (301) 565-3804, or Karen.Judson@creativemoco.com with any questions about the financial statements.

Grantees that used FY21 *Advancement Grant* funds to cover General Operating costs and could not complete the project as described in the application due to the COVID-19 pandemic are not required to upload project support materials.

Project Support Materials

- Upload supplementary documentation. Examples include a finalized description of equipment or technology purchased, updated list of manufacturers/vendors, finalized consultant proposals, and updated training bulletins pertaining to professional development. This list is not exhaustive.
- If you have questions about what constitutes relevant support materials, please contact Karen Judson, AHCMC Grants Program Manager, at (301) 565-3804, or Karen.Judson@creativemoco.com.