



Children and Family Legacy Fund Ten-Month Reporting Grant Summary - What We Learned Financial and Additional Information Report

The Grant Summary – What We Learned Financial and Additional Information Report will be used to provide progress reporting reflecting your organization’s efforts during the first ten months of your previous Children and Family Legacy Fund grant award period. **Please do not alter the formatting of this document.** The completed report should be uploaded and submitted (in a pdf format) through the online application system. Please see **Appendix A** of the RFP Guidelines for application submission instructions. The RFP Guidelines are available at www.childrenfamilylegacy.org.

The Grant Summary - What We Learned Financial and Additional Information Report will request the following:

1. Foundation Outcome(s) your grant addressed. This should include the Foundation Outcomes indicated in your organization’s previous Children and Family Legacy Fund grant application.
2. Targets defined in your proposal. This should include the targets defined in your organization’s previous Children and Family Legacy Fund grant application (specifically the Summary Chart).
3. A brief statement of the results achieved (including number of children and families that reached the target).
4. How you verified your participant's results.
5. Learned results from your organization’s work and programming during the ten months of the previous grant period.
6. Unexpended Grants Funds at 10 months – Enter the amount of unexpended grant funds that remain at the end of the 10-month grant period. Please enter \$0.00 if all funds will be expended.
7. Projected Unexpended Grant Funds – Enter the amount of grant funds you expect to be unexpended at the end of the grant period. Please enter \$0.00 if all funds will be expended.

If more than one target was set, please select two on which to report. One should be a target your organization was successful in meeting and the other, if applicable, should be a target your organization did not meet. Enter the first selected target in the field under Target #1 below and answer the questions that follow. Then enter the second target in the field under Target #2, if applicable, answering the same questions.

If only one target was set, please enter your target and answer the questions in the field under Target #1.



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Organization

Project Title or Grant Purpose

Select the Children and Family Legacy Fund outcome addressed by your project or programming and target.

- Homeless families achieve stability and transition to permanent housing with the assistance of support services
- Vulnerable families who are living in permanent housing and participating in resident services improve their personal and financial stability.
- Low-income families at-risk of losing their homes maintain their rental housing and improve their personal and financial stability.
- Foster children grow up in permanent, stable, loving families.
- Foster youth have the life skills required to live independently, have a connection to a caring adult and are living in stable housing.
- Preschool children in low-income communities are prepared to be successful in school.
- Children and youth in low-income communities demonstrate improved academic success.
- Young people from low-income communities enter college or career training programs.



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Target #1

Enter the first target on which you will report in the Target column. Next, indicate the results achieved in the Results column, and how the verification methods used to confirm these results in the Verification column. **Please use whole numbers** rather than percentages **when completing this chart.**

Target	Results	Verification



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Target #1 - Milestones - Describe how closely your actual experience mirrored the milestones you projected. Include the numbers projected in your milestones versus the actual numbers achieved. What have you learned that would lead you to set different milestones or make different numerical projections?



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Target #1 - Participant Situations and Challenges - Were the situations of the participants you served and the challenges they faced, what you expected? What was different than expected? What impact did this have on the program?



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Target #1 – Assumptions About Participants Response - Were your assumptions about how the participants would respond to the program accurate? If not, please describe how their response was different?



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Target# 1 – Course Corrections - What if any, course corrections did you make during the project as a result of the experiences described in the questions above?



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Target #1 – Factors Critical to Success - Overall, what factors proved to be most critical to your success? What factors prevented you from achieving the results you expected for the children and families you served?



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Target#1 – Five Things You Now Do Differently – Describe the five things you are now doing differently as a result of this project.

[Empty response box for Target#1]



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Target #2

Enter the second target on which you will report in the Target column. Next, indicate the results achieved in the Results column, and how the verification methods used to confirm these results in the Verification column. **Please use whole numbers** rather than percentages **when completing this chart.**

Target	Results	Verification



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Target # 2- Milestones - Describe how closely your actual experience mirrored the milestones you projected. Include the numbers projected in your milestones versus the actual numbers achieved. What have you learned that would lead you to set different milestones or make different numerical projections?



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Target #2 - Participant Situations and Challenges - Were the situations of the participants you served and the challenges they faced, what you expected? What was different than expected? What impact did this have on the program?



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Target #2 – Assumptions About Participants Response - Were your assumptions about how the participants would respond to the program accurate? If not, please describe how their response was different.



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Target# 2 – Course Corrections - What if any, course corrections did you make during the project as a result of the experiences described in the questions above?



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Target #2– Factors Critical to Success - Overall, what factors proved to be most critical to your success? What factors prevented you from achieving the results you expected for the children and families you served?



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Target#2 – Five Things You Now Do Differently – Describe the five things you are now doing differently as a result of this project.

[Empty response box for reporting on Target#2]



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Ten-Month Budget vs. Actual Financial Statement

The Ten-Month Budget vs. Actual financial statement should reflect **ALL budget and actual line items for both revenue and expenses, during the first ten months of the previous Children and Family Legacy Fund grant period.**

For **project support grants**, provide financial statements showing budget versus actual revenue and expenses for the project, during the first ten months of the previous Children and Family Legacy Fund grant period.

For **general operating support grants**, provide financial statements showing budget versus actual revenue and expenses for the organization, during the first ten months of the previous Children and Family Legacy Fund grant period.

Please refer to the RFP Guidelines: for the Ten-Month Reporting Chart to confirm your previous Children and Family Legacy Fund grant ten month reporting period, and for a complete listing of the information required to complete the Ten-Month Budget vs. Actual financial statement. The completed Ten-Month Budget vs. Actual financial statement should be uploaded and submitted (in a pdf format) through the online application system. Please see **Appendix A** of the RFP Guidelines for application submission instructions. The RFP Guidelines are available at www.childrenfamilylegacy.org.

Ten-Month Additional Financial Information

Unexpended Grants Funds at 10 months – Enter the amount of unexpended grant funds that remain at the end of the 10 month grant period. Please enter \$0.00 if all funds will be expended.

Projected Unexpended Grant Funds – Enter the amount of grant funds you expect to be unexpended at the end of the grant period. Please enter \$0.00 if all funds will be expended

How was the Grant used? – Describe how the Children and Family Legacy Fund grant was allocated.



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Other Funders – For **project support grants**, list other funders of the project and the dollar amounts awarded. For **general operating support** grants, list other funders that provided general operating support, and the dollar amounts awarded.

Project Adjustments – (if applicable) – Describe how you adjusted your project or programming, if the total proposed budget was not raised.