The Recompense Fund

PROJECT PROGRESS REPORT

**Directions:**

All recipients of The Recompense Fund grants **are required** to complete this progress report form. This form may be completed in two ways: 1) open it in Microsoft Word and click on the shaded areas to type in your answers (preferred) or 2) simply print it and type or write in your answers.

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| --- | --- |
| **Grantee Organization:** |       |
| **Project Title:** |       |
| **Project Coordinator:** |       |
| **Phone:** |       | **E-mail:** |       |
| **Grant Date:** |       | **Report Date:** |       | **Grant Amount:**  |       |

|  |
| --- |
| 1. At this time, the proposed project is (check one):
 |
| ☐Complete | ☐In progress. Estimated completion (mm/yr):      | ☐Not yet begun |
| If the project has not been started yet, please explain why and give an estimate of the start and completion dates.      |
|  |
| *Estimate* how many people have participated in or have been served by this project.       |
| Is this level of participation (check one) |
| ☐Fewer than expected | ☐About what was expected | ☐More than expected |
| Briefly explain what factors may have impacted the level of participation (positively or negatively)      |
| 1. Describe one of the most important project results or outcomes that you identified in your original grant application.

      |
| 1. Check the number that best reflects the progress made toward this result.
 |
| **☐1** | **☐2** | **☐3** | **☐4** | **☐5** |
| Very little or no progress  | Some progress | Significant progress | Result Achieved | Exceeded expected result |
| 1. Briefly explain your answer.

     1. Please describe any factors (positive or negative) that impacted your progress toward this result?

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| 1. Please briefly describe how your project impacted the Chebeague? If your grant was for capacity building, explain how your organization was impacted by the project. For example, what is better in your community or organization as a result of you doing this project?

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| 1. Please share one success story related to your project.

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| 1. If you could do this project again, what would be different?

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| 1. Please describe briefly and in general terms the challenges and the benefits you have experienced as a result of trying to use a partnership or collaboration to plan, implement, or evaluate this project.

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| 1. Please briefly describe how you used the grant funding you received for this project from The Recompense Fund. Be sure to include whether you spent all of the grant funds awarded or if there are remaining funds.

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1. Please provide feedback about your experience with The Recomense Fund. (Check the appropriate box)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Disagree strongly | Disagree | Agree | Agree strongly |
| The effort to apply and report for this grant was worth the support received  | **☐1** | **☐2** | **☐3** | **☐4** |
| The Recomense Fund was accessible. | **☐1** | **☐2** | **☐3** | **☐4** | ☐N/A |
|  |  |  |  |  |  |

Optional:

Please use this space to share any other suggestions, ideas or feedback that you have for the Maine Community Foundation.

Thank you!

Please e-mail this form to recompensefund@gmail.com or mail to:

The Recompense Fund

Box 42

Chebeague Island, ME 04017