

Sample Post-Grant Self-Evaluation

Grantee: _____

Address: _____

Phone: _____

Contact: _____

Date of Grant: _____

Project Title: _____

Grant Amount: _____ Evaluation Due: _____

As part of our ongoing effort to monitor and improve the effectiveness of our grants, we ask that you complete this evaluation and return it to us by the date noted above. Please reflect candidly on how your organization used this grant and what results occurred. You may answer the questions on this form or in a separate narrative. Please limit your summary to two pages.

- State the mission of your organization:
- Describe the project for which this grant was used:
- What were the projected and actual costs?
- What were the goals of the project?
- Who benefited from this project (how many, and how)?
- To what extent were the project goals achieved?
- To what extent were the project goals not achieved? Why?
- What challenges arose during the course of the project?
- In hindsight, what would you do differently in working on this project?
- What plans do you have for continuing this project?

Evaluator: _____

Title: _____

Date: _____