

**FINAL GRANT REPORT
OGDEN DUNES COMMUNITY FUND**

It is the policy of the Ogden Dunes Community Fund that organizations/committees receiving grants from the Ogden Dunes Community Fund shall have 12 months from receipt of the grant to spend the funds for the purpose in which the grant was awarded. Should a funded organization/committee need additional time to complete the project, it may receive an extension of no more than 4 months by submitting a written request documenting the period of extended time needed and the reason for the extension. Approval of the request shall require a review and vote by the Ogden Dunes Community Fund committee. Organizations/committees that fail to request the extension by the end of the 12 month deadline shall return any unspent funds to the Ogden Dunes Community Fund. Funds not fully spent at the end of the approved extension period shall be returned in-full to the Ogden Dunes Community Fund. Grants may not be used for purposes other than those for which the grant was awarded.

Complete and return this final report form to the Town Clerk of Ogden Dunes within 12 months from receipt of your grant from the Ogden Dunes Community Fund. Should you need the extension, submit your request in writing to the Town Clerk prior to the deadline for filing this report.

Organization/Committee Name _____

Contact _____

Project Funded _____

Date Funds Received _____ Grant Amount \$ _____

Final Report Date _____

Brief Description of Project:

Actual Income for project (list, including grant from OD Community Fund):

Actual Expenses for project (list each item):

Variance between income and expenses \$ _____

If there was a positive variance between income and expense, explain: _____

Was the project completed in 12 months? _____ If not, why? _____

Did you encounter anything unexpected during the project that would have altered your original plans? _____ If so, explain: _____

Return to Ogden Dunes Town Clerk

<p><i>For office use only:</i></p> <p>_____ Date Final Report Received</p> <p>_____ Date Clerk submitted Final Report to Community Fund Committee</p> <p>_____ Check enclosed (Yes/No)</p> <p>_____ Amount Returned (if applicable)</p>
