2023 Region 5 Grant Program Final Report

Project Synopsys

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| Project Name: |  |
| Entity Receiving Grant: |  |
| Project Date: |  | Total Spent: |  |
| Initial Request: |  | Amount Used: |  |
| Entity Initial Match: |  | Match Used: |  |

Project Best Practice

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| **1. Entity Receiving Grant** |  |
| **2. Entity Size** |  |
| **3. Project Contact** |  |
| Name |  |
| Phone Number |  |
| Email |  |
| Mailing Address |  |
| **4. Project Category** | Please choose one: Membership Development, Communications, Events, Outreach, Starting a New YMG/YMF, Other (explain) |
| **5. Project Description** |  |
| **6. The Process**(What you did, When and How) |   |
| **7. Those in Charge** (Committee, Task Committee, Etc.) |  |
| **8. Time Frame**(When Started, When Completed) |  |
| **9. Success Factors**(The Parts that Worked Really Well) |  |
| **10. Setback Factors**(The Parts that did Not Work Well) |  |
| **11. Creativity**(This is something off the wall that we did) |  |
| **12. Administration**(What was most Important) |  |
| **13. Follow-Up**(What was most important?) |  |
| **14. Recommendations**(What you should ALWAYS do with this project?) |  |
| **15. Cautions**(Recommendation What you should NEVER do with this project?) |  |
| **16. The Outcome** |  |
| **17. Ongoing Activity**(Would you do it again?) |  |
| **18. Speaker Contact information** (person who would be willing to speak about the Best Practice) |  |
| Name |  |
| Address |  |
| Phone Number |  |
| Email |  |
| **19. Additional Comments**(We strongly recommend attaching relevant photos and graphics) |  |

Additional Information

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| Allocation of Funding(Please include a synopsis of all monies spent and attach receipts, copies of bills paid, etc. documenting all expenses associated with project execution) |
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| Description of member participation(How may members participated in the Program? Breakdown of members, younger members, and student members) |
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| Did the Program meet the Region 5 initiative(s) identified? Please describe how. |
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| Participant Feedback(Was there any feedback? Please share.) |
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| Media Coverage(Was any media coverage generated? Please share.) |
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