

Public Affairs Section
U.S. Embassy Ljubljana, SLOVENIA

GRANT REPORTING FORM

If you need more space, attach a separate sheet. Please attach also copies of any relevant press coverage.

Name of the organisation:

Date the grant was received:

Amount of the installment and when received:

If part of the money has not been spent yet, describe how it will be spent, again with a cost breakdown by items:

Has the grant been used in a way consistent with the original proposal? If not, please explain:

Please describe the impact the grant has had on your organization and the participants on the program activities, including evidence of change of attitude or knowledge.
What methods did you use to gather the data?

Please list the achieved outputs and outcomes

Please describe the kind of events organized, the issues discussed, the number of participants, the new contacts made (please segment audiences reached) and major milestones

Please describe all methods used to amplify messaging or engage wider audience, for example social media, digital engagement, press coverage, etc.

Please give an illustrative example of the program's success:

Any problems encountered and how they were solved:

Please describe the likely future impact of the program and what new plans or projects were conceived:

Other comments or suggestions for improving the program:

Please indicate and address or telephone/fax changes:

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Thank you for your cooperation!