



# 2023 Grant Report & Instructions

All grant recipients are required to submit a grant report to the Community Foundation of Teton Valley. ***Grant reports must be received within 60 days post project completion or by January 31, 2024, whichever comes first.***

**Grant Title:**

Agency Name:

Grant Contact:

Amount Funded:

Email Address:

Date Report Submitted:

**Please provide a complete answer to each question below. Submit all information required for the following sections:**

**Section 1 — Impact & Results:**

- *Did the project effectively accomplish its objectives?*
- *How did it impact your clientele and/or the community at large?*
- *How did this project/program further your mission?*

**Section 2 — Stories Inspire & Motivate:**

- *Using named or anonymous constituents, tell a story of how these funds helped meet a specific need and fulfill your mission. Stories drive connection, commonality, and community – share this story with your own constituents as well.*

**Section 3 — Photo(s):**

- *Send accompanying jpeg photo(s) illustrating your grant in action.*

**SUBMIT GRANT REPORT & SUPPORTING DOCUMENTS TO: [bthysell@cftetonvalley.org](mailto:bthysell@cftetonvalley.org)**

***Grant reports must be received within 60 days post project completion or by January 31, 2024, whichever comes first. If a grant extension has been approved, the grant report will be due at the end of the extension. Supporting documentation may be submitted as part of the grant report document or as separately attached files.***

Failure to provide a grant report and/or late grant reports may affect an organization's eligibility for future Community Foundation of Teton Valley grants.

**Questions?** Please contact Brian Thysell, Program Manager, at [bthysell@cftetonvalley.org](mailto:bthysell@cftetonvalley.org) or (208) 354-0230.