**Brown Middle School PTO
Mini-Grant Final Report: 2019-2020 school year:** Fall Cycle 2019

Today’s date \_\_\_\_\_\_\_\_\_\_\_

**FINAL REPORT is due by Friday, June 12, 2020 unless other arrangements have been made.**

Your Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Original Applicant’s Name (if different from one completing this form) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team: \_\_\_\_\_\_\_\_\_ Room #\_\_\_\_\_\_\_\_ Title of Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please complete the grant report, save it in your name (original applicant’s name must be included in document name if the Report is written by another staff member) or title of project, and then send it as an attached document to brownpto@brownpto.org. No further requests for funding will be considered without a grant report on file.

Brief description of project and outcomes. Please also include photos (they can be submitted as a separate attachment).

Amount requested: $\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount spent: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_
How was the money used? (Be specific, include receipts or copies of receipts if possible, if already submitted to PTO Treasurer, please note)

Please comment on the sustainability of the project once PTO funding runs out:

Please provide any feedback to help make the program more effective in the future (please feel free to comment on any element: timing during the year, complexity, process, size of grant, etc.):

Thank you for participating in this year’s effort and for giving us the feedback we need to help track our efforts and evolve our efforts.