**Brown Middle School PTO Mini-Grant Final Report**

Please complete by May 31.

Please complete the grant report, save it in your name (original applicant’s name must be included in document name if the Final Report is written by another staff member) or title of project, and then send it as an attached document to minigrants@brownpto.org. Mini-Grant Final Reports are required to be considered for future funding requests.

**School year:**  **\_\_\_\_\_\_\_\_\_ Today’s date:** \_\_\_\_\_\_\_\_\_\_\_

**Your Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Team:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Original Applicant (if different from one completing this form):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Title of Project:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Brief description of project and outcomes:**(Include any photos if available/helpful to describe as a separate attachment):

**Amount requested**: $\_\_\_\_\_\_\_\_\_\_\_\_\_   **Amount spent:**$\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Did you receive funding from any other sources?** Yes No

**If so, who?**

**How was the money used?** Be specific. Please include receipts or copies of receipts if not already submitted for reimbursement from the PTO Treasurer.

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

**Finally, provide feedback to help make the program more effective in the future:**

Thank you for participating in the Brown Mini-Grant program and for giving us the feedback we need to help track our efforts and evolve our efforts. Contact minigrants@brownpto.org if you have any questions.