



RIVERFEST IN HISTORIC CHARLESTOWN, INC.



Funding Application

Date: _____

Organization submitting application: _____

Contact person: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Amount requested: _____

What will funds be used for? (Include details such as: Number of children 18 & under that will benefit. Is this a purchase, activity or project?)

I have read and understand the application. I am authorized to make program and financial decisions for the organization I represent. I understand that I must submit a final financial and project report within 30 days of the project's completion date or my organization may not be considered for future funding.

Signature

Date

Funding Program Evaluation

Directions: Please provide the following information on a separate sheet within 30 of the project/purchase completion date. Failure to submit information in a timely manner could affect future opportunities for your organization. This information will assist us as we continue to develop programs to serve the children of Charlestown. If you have any questions or need assistance, please feel free to call Donna Sheets at 410-378-0723.

- I. Describe the activities/services/purchase that occurred as a result of funding received.
- II. When and where did the activities occur? (*If applicable*)
- III. Goals
 - a. What were the stated project goals?
 - b. Did the project accomplish these goals? Why or why not?
 - c. Have there been any unexpected outcomes as a result of the project?
 - d. Include copies of program evaluations and a compilation of the responses including any anecdotal stories and quotes from participants.
- IV. Reflections
 - a. Did the project reach its intended audience? Why or why not?
 - b. What could have been done differently to make the project more successful?
- V. The following section is designed to provide information for Riverfest in Historic Charlestown, Inc.
 - a. Is there still and unmet need in Charlestown for the activity/service provided by the project?
 - b. What project strengths can we build upon to serve the children in Charlestown?
- VI. Budget Information.
 - a. How was the money spent? Please give a detailed breakdown of expenditures. (i.e. printing costs, rentals, staff, etc.) Please attach copies of all receipts to this report.