



GUAM PRESERVATION TRUST

P.O. BOX 3036, HAGATÑA, GUAM 96932
TEL: 671-472-9439/40 FAX: 671-477-2047

FINAL GRANT REPORT GUIDELINES

Please submit this form within sixty (60) days of the completion date of the GPT Grant Project. The questions below are intended to help us understand how you used the funds and what kinds of change or outcomes you have seen so far. Please feel free to include any additional information.

Applicant Name: _____

Project Title: _____

Date of Report: _____

Grant Number: _____ **Grant Amount:** _____

Prepared by:

1. Please describe how you used the grant funding from the Guam Preservation Trust, providing examples whenever possible (*2 pages maximum*)
2. Who benefited from these activities and how? Please be specific if beneficiaries include women, men, youth, elders, indigenous peoples, etc. (*1 page maximum*)
3. Changes or outcomes based on your work (*2 pages maximum*):
 - a. What was the most significant change you saw as a result of this finding?
 - b. Did this funding help improve the need(s) that you identified in the grant application? If yes, please provide any examples or evidence of this improvement.
 - c. Did the funding help improve environmental conditions?
If yes, please provide any examples of this change.
 - d. Did the funding help strengthen your organization?
If yes, please provide any examples and evidence of this change.

- e. Did the funding help increase community involvement or awareness?
If yes, please provide any examples and evidence of this change.
 - f. Did the funding help your organization impact policy?
If yes, please provide any examples and evidence of this change.
 - g. Did the funding help your organization influence the media?
If yes, please provide any examples and evidence of this change.
 - h. Please tell us of any additional evidence of change that you see as a result of this funding.
4. Did the Guam Preservation Trust grant help your organization gain access to spaces for advocacy or decision-making (i.e. meetings, conferences, forums, networks, hearings)? If so, please not if this specifically increased access for women, indigenous peoples, elders or youth. *(1 page maximum)*
 5. Has the Guam Preservation Trust grant helped you to gain access to any additional funding, support or partnerships? *(1 page maximum)*
 6. Were there any external changes in the political, social or environmental context that made your work easier or harder? *(1 page maximum)*
 7. What were the most important lessons you learned from this grant? Did these lessons change any of your organization's strategies? Please provide examples. *(1 page maximum)*
 8. What obstacles or challenges did your organization encounter during the project period and how did you overcome these issues? *(1 page maximum)*
 9. Please provide the Guam Preservation trust with copies of any print, digital, written or visual media that were funded by this grant. We also appreciate any other forms of media, including but not limited to videos, press articles, publications, and photographs that document your work. Guam Preservation Trust assumes permission to share any of the media with our community and stakeholders. Please indicate if you prefer we not share this information or if you would like the media to be credited in a specific way.
 10. Please provide a brief financial summary of how the grant funds were used. A simple statement by budget line item is all we request. Actual copies of receipts or services or purchased items over \$500.00 are required.