

RICHMOND COUNTY SAVINGS FOUNDATION

FINAL REPORT ON FUNDING

You will be required to submit a report to the Foundation upon implementation and/or completion of the project that we are funding. The report should include, but need not be limited to, the items listed below:

1. Name of project funded by the Richmond County Savings Foundation
2. Name of organization
3. Full address
4. Phone, fax number, e-mail address
5. Date and amount of award
6. Description of project/program
7. Constituency that the project/program served
8. Primary purpose that project/program fulfilled
9. Copies of any media publications describing the project
10. Detailed budget indicating how the Foundation's funding was spent and sources of matching funds raised for the project. Include copies of bills or invoices.
11. Photo of capital project funded, and if applicable, photo of signage acknowledging RCSF support

There is no timeline for submission; however, you are required to submit this report before you can apply to the Foundation for other funding.