

**THE HOMER FOUNDATION**  
**EVALUATION COVER SHEET**

DISTRIBUTION NUMBER (appears in the top left of your Letter of Agreement):

DATE:

APPLICANT:

ADDRESS:

CONTACT PERSON:

PHONE #:

EMAIL:

PROJECT TITLE:

PROJECT START DATE:

PROJECT END DATE:

AMOUNT AWARDED:

DIRECTIONS:

Complete this grant evaluation cover sheet and attach the following:

Summary of project; include how funds were expended, how the project benefitted the community; share if there was a “learning moment” for your project. Was there something that worked better than anticipated? Why? Or was there something that you would change to improve the project should it be replicated? What would you do differently?

Copies of letters to the editors of local media;

Letter to donor if required.

Any publicity recognizing the Homer Foundation and/or donors or their funds;

Photos of the project that would be suitable for inclusion in the HF annual report or other media. List individuals shown and/or photographer if applicable.

If possible share your project on our: Facebook page:

[www.facebook.com/HomerFoundation/](http://www.facebook.com/HomerFoundation/)

Or Instagram @homerfoundation