

**Dana Home Foundation Grant Recipient Interim
Report Due January 31, 2021**

Project Director: _____ Organization Name: _____

Program Name: _____

Project Funds Received from Dana Home Foundation _____

PROGRAM BUDGET PROGRESS REPORT		
Period Covering Budget Progress Report	Beginning Date:	Ending Date:
	Original Budget	Actual Expenses To Date
Personnel		
Supplies		
Equipment		
OTHER (Please Specify and Itemize)		
Total Grant Funds Expenditures	\$	\$

Period Covered by Following Progress Report: From: _____ To _____

Update on Project Status: Please provide the progress towards meeting the objectives and goals of the Grant, including number of Lexington seniors served during this period.

Report Proposed Changes to Project: including proposed changes in project design, personnel, or budget.

List Other Sources of Support: including any notice or receipt of other sources of support for this project during the period covered in this report. Also indicate whether you have collaborated with any other 2020 Dana Home Foundation Grant Recipients.

Provide Copies of Project Materials: including all published or produced materials, pictures, etc. during the period covered in this report. In addition, please include any surveys or feedback received from Lexington seniors served by the Grant.

Acknowledgment of the Dana Home Foundation (DHF): Please indicate when and where the DHF support of the project and/or the DHF mission has been publicized either in writing or in prepared remarks.

Accounting of Grant Funds: Please indicate whether the entire amount of the Grant has been expended or will be expended or committed by June 30, 2021. If applicable, explain why the funds remain unused.

Additional Comments: Please share any additional information about the Grant or the DHF grant application process.

Signature: _____

Date: _____