Note: Refer to the [Results: Flow Chart and Glossary on Carnegie Corporation’s website](http://www.carnegie.org/media/filer_public/a9/ea/a9ea9da4-30e0-4a0d-9c0a-4f6bb1afcae0/ccny_results_flowchart_glossary.pdf) for an explanation of “Project Objectives,” “Project Metrics” and other italicized terms below.

**GENERAL INFORMATION:**

* Organization Name:
* Grant number (as indicated in your Grant Agreement):
* Project title (as indicated in your Grant Agreement):
* Date received:
* Name, email address, and phone number of primary contact:
* Name, email address, and phone number of project director (if different from primary contact):

**CHANGES**

*Administrative/organizational*

Grant funds remaining as of date of this report:

Were there any administrative and/or organizational changes during the reporting period that affected the grant? (Word limit: 150 words)

For project support grants: Are the Project Objectives, as originally articulated in the proposal, still valid/appropriate? If not, are you requesting changes to your original Project Objectives or Project Metrics? If so, please briefly elaborate. (Word limit: 250 words)

**GENERAL PROGRESS**

Summarize progress towards Project Metrics below (*Skip this question if grant agreement does NOT include project metrics*) (Word limit: 50 words per measure)

|  |  |
| --- | --- |
|  Project Metrics\*  | Grantee Updates |
|   |   |
|   |   |
|   |   |
|   |   |
|   |   |

 *\*Projects Metrics were previously referred to as Performance Measures*

Update on Activities, Challenges, and Additional Comments: Please summarize activities to date. Did you encounter any challenges? What are some of your successes and noteworthy achievements? (Word limit: 500 words)

Briefly describe major activities planned for the next phase of the grant and where you are now in the planning of these activities. (Word limit: 150 words)

**LEARNING**

We want to know more about what you are learning. Is there new information or data that you are learning or tracking that has not already been shared in your responses above? How has this affected your strategy? (Word limit: 250 words)

**DISSEMINATION**

*To be shared with colleagues/field*

Did anything emerge during the grant period that you think should be shared with other funders or colleagues in the field?

*To be shared with wider audience/media/public*

If applicable, please provide links to any finished grant products (e.g. website, blog, articles). For journal articles, please provide the DOI. You can upload a separate attachment if this list is extensive.

**MODIFICATION REQUESTS**

Do you anticipate a budget revision? (N/A for General Support Grants)

Do you anticipate requesting a no-cost extension? (Insert link to grants modification details)

**FINANCIAL REPORT**

Please attach a report detailing the cumulative income and expenditures made in reference to this grant (i.e., how Corporation funds were spent) that is comparable to the original budget submitted to the Corporation. You may, but are not required to, use [the template located on our website](http://www.carnegie.org/media/filer_public/f8/68/f8682c23-27d0-4b24-be21-8926f2aeba91/ccny_fnx_template.xlsx).