

**THE FAYE MCBEATH FOUNDATION
FINANCIAL ACCOUNTING FOR THE PROJECT**

REVENUE:

Total Program Budget	Total Program Actual	McBeath Grant Budget	McBeath Grant Actual
From _____	To _____ :	From _____	To _____ :
1. United Way			
2. Other Federated Campaigns			
3. Contracts for service			
4. Grants (Foundation, Corporate)			
5. In-Kind Support			
6. Client/Program Service Fees			
7. Contributions (Individual)			
8. Other Revenue			
TOTAL PROJECT/ PROGRAM REVENUE:			

EXPENSES:

Total Program Budget	Total Program Actual	McBeath Grant Budget	McBeath Grant Actual
From _____	To _____ :	From _____	To _____ :
1. Salaries (provide detail by position on a separate page)			
2. Benefits/Taxes			
3. Professional Fees			
4. Printing, Duplicating			
5. Program supplies or other direct program costs			
6. Travel			
7. Telephone			
8. Occupancy			
9. Other Expenses			
10. Allocation of Support Service Costs to Program			
TOTAL PROJECT/ PROGRAM EXPENSES:			

Report due:

Project:

**FAYE MCBEATH FOUNDATION
FINAL REPORT OUTLINE
(CAPITAL OUTLINE)**

This format is provided to grantees for a final report on a foundation grant.
The completed material should be mailed to the foundation.

ORGANIZATION:
(address & telephone)

DATE OF REPORT:

CONTACT PERSON:

GRANT AMOUNT:

DATE GRANT APPROVED:

TOTAL PROJECT BUDGET:

GRANT PERIOD:

GRANT PURPOSE AND OBJECTIVES (as stated in the proposal):

Please answer the following questions:

1. DESCRIBE OUTCOMES.
2. DESCRIBE ANY PROBLEMS ENCOUNTERED, UNEXPECTED BENEFITS OR LESSONS LEARNED DURING THE TERM OF THE GRANT.
3. PLEASE ATTACH A FINANCIAL ACCOUNTING FOR THE ENTIRE PROJECT USING THE ATTACHED FORM.

The report must be signed by an officer of the organization's governing body.

Please include a complete financial accounting, using the attached form. One sample of a flyer, brochure or other printed document describing, promoting or advertising the project should also be attached.