

Mora Education Foundation Grant Program

Pony Express Grant Evaluation Form

Grant Title: _____

Grant Leader: _____ Grant \$ Award: _____

Start Date: _____ Completion Date: _____

Please complete this form upon completion of your Pony Express Grant project

Grant Evaluation Report Instructions

Recipients of Pony Express grants from the Mora Education Foundation are asked to complete a final report/evaluation no later than 30 days after grant funds have been expended or project has been completed. Please respond thoroughly to each question. Add additional pages if necessary.

1. Reiterate the original goals/purpose for the project and explain to what extent were they met or achieved.
2. In what ways do you think this project was successful? (Data to determine could be surveys, test scores, learner numbers, learner comments, etc.)
3. Explain unexpected obstacles that were encountered, if any, and how they were resolved.
4. We welcome any comments you wish to make about the MEF grant process.

Please include copies of any publicity/brochures generated by the project, a CD of pictures, and any additional materials you would like to provide.

Project Leader

Date

Mail completed form with additional media to:

Mora Education Foundation
Attn: Grant Committee
PO Box 323
Mora, MN 55051