



## Ripple Effects Mini-Grant Financial and Final Report Form

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Grantee

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Project Name

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Street/Mailing Address

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City

State

Zip

Phone

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Project Manager

Title

Report Date

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Amount of Mini-Grant Award

Date Awarded

I, \_\_\_\_\_, certify that the information presented in this financial and final report form is accurate and meets the requirements outlined in the Ripple Effect Grant Agreement for this project.

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Signature

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Date

## Expenses Reimbursement Request

Item	Amount	Notes
<b>TOTAL</b>		

Please include only invoices/receipts for which reimbursement is requested. As a reminder, Paddle Antrim will only provide reimbursement for funds used for educational, scientific, literary or other charitable purposes consistent with the Grantee's tax status and are consistent with the grant agreement. These funds cannot be used for political or advocacy activities or to pay overhead expenses for such activities.

## FINAL REPORT

Please describe the project in enough detail that someone unfamiliar with the project will understand, including any facts or figures (brochures printed, people reached, samples take, ect) and how this has or will benefit the community. Please include anything learned including any challenges and how they were overcome.

Include a copy of any materials or reports prepared such as flyers, press releases, articles, and ads. If available, please email 1-3 photos to [info@paddleantrim.com](mailto:info@paddleantrim.com) that captures the project and can be used by Paddle Antrim in project promotion (photo credit can be given).

**You may type in this form or separate document may be attached. Large reports and photo attachments can just be directly emailed to [info@paddleantrim.com](mailto:info@paddleantrim.com). Please make sure to note the attachments are part of the grant report.**

## Submission

Please submit a copy of this form to Paddle Antrim, PO BOX 205, Bellaire, MI 49615 within 30 days of project completion. Paddle Antrim will review the materials and mail a check to the grantee at the address listed above within 30 days of receipt if all of the conditions of the grant have been met. Any questions, please contact Deana Jerdee at [deana@paddleantrim.com](mailto:deana@paddleantrim.com) or 231-492-0171.