



**WRIGHT-HENNEPIN COOPERATIVE ELECTRIC TRUST
OPERATION ROUND UP**

GRANT EVALUATION REPORT

Please note evaluation due dates are printed in your award letter. This report is due on or before that date. Evaluation is an integral part of the grant process and is necessary for our records. It will assist us in project assessments and future grant making.

If your grant award is beyond the scope of 60 days, it is your responsibility to request an extension for the report. **Please be in touch with the ORU administrator regarding a possible extension to the due date of your report.** Contact Lisa at the following email: oru@whe.org

Please email your completed grant evaluation to oru@whe.org, with the subject line “(Your Organization Name) final report.”

***Non-compliance with submitting this reporting may impact your organizations eligibility for future grants.*

Name of Organization:

Contact Name:

Contact Email:

Amount of Grant:

Date of Grant:

In narrative form, please give details regarding the following:

- 1.** Describe the project/program and location in which the grant funds were used. Include the number of clients served, activities completed, supplies/equipment purchased, staff involved and any other concrete information regarding this grant.

- 2.** What difference did this grant make in the community and for the population you are serving? What impact did this program make for your clients?

3. Describe any unanticipated benefits or challenges encountered with this project.

4. Did you advertise Operation Round Up in one or more marketing opportunities? Provide evidence (attach additional photos to this email as necessary).

5. Include evidence of social media publication. You may include links to posts in the box below, or attach screenshots separately.

Please attach to the email, along with this filled out form:

6. Include pictures of the impact this is making on the community.
7. Include copies of receipts for items purchased.

Thank you! This completes the Grant Evaluation Report.