



Collierville Education Foundation

GRANT RECIPIENT USE OF FUNDS REPORT

Congratulations on receiving a CEF grant! The Collierville Education Foundation Board of Directors are committed to assisting teachers achieve their educational goals through these grants.

PLEASE NOTE: This is NOT a donation. The grant funds you received have been carefully approved by our Grant Committee and MUST be used solely for the purpose stated in the grant application documents. Any funds not used for the specific grant approved MUST be returned to CEF along with this form and a brief explanation.

Each recipient will provide a brief follow-up grant report. This report will cover the objectives and outcomes supported by the grant award. Complete and return this form along with required documentation by May 15, 2023.

1. Grant Number: \_\_\_\_\_ Recipient name: \_\_\_\_\_

School: \_\_\_\_\_

Title of grant: \_\_\_\_\_

2. Total expense. \_\_\_\_\_

Completed Itemization of Cost form must be attached along with all receipts/invoices.

3. Where you able to fully implement your grant? \_\_\_\_\_ Was it successful? \_\_\_\_\_

4. Briefly describe how your grant was utilized, and how it was successful or how it can be improved.

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5. Pictures or video of your grant in use is needed. These can be forwarded digitally to cefoundation38017@gmail.com, save to a thumb drive and submitted with paperwork, and hard copies of photos are also welcome. Please print in a high enough resolution that they can be used for presentations.

I hereby acknowledge and agree that the information attached and provided in this form is true and accurate. I understand that by providing any false or incomplete documentation I will not be eligible to apply for future funding. Photos and information may be used on the CEF website, social media, as well as in press releases. I agree to provide any additional information requested by a CEF Board member in a timely manner.

By checking this box and signing this form, I hereby grant permission to the Collierville Education Foundation to use any photos, videos, statements or other items associated with this grant to use on social media, advertising, website and other media such media related to the promotion of the organization. Where minors are present, I attest that proper permission has been granted by a guardian or parent.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please deliver documentation to Main Office at 145 W. Poplar or contact your school liaison