



Community Foundation

LORAIN COUNTY

## Youth Fund Service Learning Grant Report Guidelines

The Community Foundation of Lorain County was founded in 1980 and comprises more than 500 endowment funds. The Foundation's Youth Fund Advisory Committee is comprised of teen members representing Lorain County's many school districts. Each year the Youth Fund determines grant awards to Lorain County teachers conducting Service Learning projects. The Youth Fund Committee is very interested in the progress of your project and accountability so that they may report the impact of their grants to our Board of Directors. To help us learn more about your project, we request that you use the following form to prepare a report on your grant.

*Note: The Community Foundation may use excerpts from this report in other documents or publications.*

Please contact Angela Lee, Scholarship Coordinator, with any questions regarding your grant or this report. Mail or e-mail your report to:

Angela Lee  
Community Foundation of Lorain County  
9080 Leavitt Road  
Elyria, OH 44035  
E-mail: [youthfund@peoplewhocare.org](mailto:youthfund@peoplewhocare.org)

**\* E-mails should have the name of your school in the subject line.**





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## Youth Fund Grant Report Section “B” – Project Report

### Project Update

1. Describe your project’s activities during the grant period.
2. Did you make any changes or improvements in the project design? Explain.

### Project Outcomes

3. What were the strengths and challenges of the project?
4. Did the outcome of the project meet your expectations? Explain. As appropriate, please provide stories (1 or 2) that illustrate the project’s most significant impact.

### Lessons Learned

5. If you were to do your project again, what would you change? Why?

### Collaboration

6. If applicable, explain how you worked with other teachers or community organizations.
7. Describe any additional funding used for this project.

### Acknowledgement

8. Was the Community Foundation and/or the Youth Fund acknowledged as a funder of this grant? How?

### Attachments

9. Please attach:
  - A financial report of how the grant monies were used.
  - Copies of any media coverage\* (e.g., newspaper articles, school newsletters)
  - Optional: Photographs\* of activities relating to the funded project (e.g., planning sessions, work done during the project, capturing final outcome).

\* **The Community Foundation of Lorain County expects that the school has attained the proper releases for children’s photographs and information received with this report.**