

## **Facilitators for Ford Grant Initiative Final Report Template**

### I. Participant Matrix

### II. Narrative

A. Goals and Objectives

B. Biographical/Professional Activities for Presenters

C. Summarize Content

D. Assessment Results

E. Conclusion

1. Successes

2. Challenges

3. Forecast

4. Sustainability

### III. Budget Information

A. Total Cost with break-down of Expenditures (e.g.: lodging, travel, meals, etc.)

B. All Original Receipts/Copies for Expenditures

C. Please consult Ford Grant Committee's Reimbursement Guidelines