

# DWIGHT STUART YOUTH FUND

## ■ GRANT REPORTING GUIDELINES ■

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The following guidelines will assist you in assembling the report required by Dwight Stuart Youth Fund as mentioned in the Grant Agreement. If a topic does not pertain to your program / project, please explain why.

Thank You -- We appreciate the follow-up and look forward to learning about your work!

### CONTENTS:

- Address the report to:

Wendy Chang  
Director  
Dwight Stuart Youth Fund  
9595 Wilshire Boulevard, Suite 212  
Beverly Hills, CA 90212

- Progress on the objectives and activities outlined in your proposal. Explain any adjustments that have been made to your program/project design or plan.
- Explain challenges that you have encountered and how you have addressed them.
- If the entire grant has not been used, state how you plan to use the remaining funds and estimate when they will be used. Explain any significant departures from the original budget.
- Do you have plans to share any findings or evaluation from your work? If so, how?
- Attach a financial report, including a detailed revenue stream and expenses, for the program for which you've been funded.
- Please *do not* hand deliver or messenger this report. It should be postmarked on or before the date noted above.