

Laura Jane Musser Fund

Intercultural Harmony Final Report Requirements

The final report must be submitted online. The final report questions are listed below so that you may review them prior to going to the online form.

Introduction

The Musser Fund recognizes that its Intercultural Harmony grantees are undertaking challenging work. We view every project as a learning experience, and we consider the final report as an opportunity for you to share the lessons learned throughout the process. We acknowledge that in this type of work, things will not always go according to plan. There will undoubtedly be bumps along the road and modifications that may need to be adopted.

In your final report, you will be asked to describe how the project addressed the intercultural need in your community, and how community members were engaged in the planning and implementation. Along with reporting on your successful project outcomes, we encourage you to candidly share any challenges or barriers you encountered and the measures you took to address them. As appropriate, we encourage you to incorporate relevant examples or stories throughout your report to help illustrate your work.

Final Report Questions

Goals and Outcomes

1. Please outline how your organization planned to use the grant from the Laura Jane Musser Fund, including the main goals and intended outcomes identified in your proposal.
2. Briefly describe the project outcomes. (Please limit your response to no more than 2 sentences.)
3. Describe the project outcomes in more detail. Specifically identify how the project addressed the need or cultural situation in your community. Detail how the outcomes corresponded to the original project goals identified above. If the outcomes varied considerably from the proposed goals, please specify and explain why. Please quantify outcomes (i.e. participation numbers) when possible and appropriate.

Engaging Community

4. Describe the community members who were actively involved in the project, including how they participated in planning and implementation of the project.

Challenges

5. Acknowledging that things do not always go as planned, please describe any barriers or challenges you encountered and how you addressed them.

Lessons Learned

6. Every grant is a learning opportunity. Please share any lessons your organization or community has learned in this process.

Feedback to the Fund

7. Do you have any suggestions or advice for the Laura Jane Musser Fund in order to help us serve our grantees more effectively?

Budget Attachment

Upload a final project budget (with income and expense detail) and how the Musser Fund grant was allocated.