

**GRANT FOLLOW-UP REPORT FORM**

**To: The Pittsburgh Foundation**

**Follow-up Due Date:**

Grantee:

Fund:

Purpose:

Approved Amount:

Grant #:

From:

1. Describe how grant funds received have been used in accordance with above stated purpose. If the funds were awarded for general operating support, please estimate how they impacted your organization (clients it enabled you to serve, employee salaries, equipment, etc.)
  
2. Please give us a financial reporting of grant expenditures. Are any grant funds unspent? If yes, please inform us of the amount and how and when the funds will be expended.
  
3. List any changes in your organization that have occurred since you received the grant (leadership, mission, funding, new program directions, etc.)

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

Please send all follow-up forms to: Barbara Brooks 412-394-2659 (fax)  
The Pittsburgh Foundation  
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brooksb@pghfdn.org