

Pilot International Founders Fund Grant Evaluation Form

Pilot Clubs/Districts receiving PIFF grant funds must provide this final report postmarked no later than one year after grant award. If this report is not received within 30 days of the above deadline the Club/District will be asked to return the funds immediately. Clubs/Districts completing their projects earlier may submit the final report upon completion and should return any remaining funds immediately.

Pilot International is organized and operated exclusively for charitable, educational, or scientific purposes and thus is an exempt organization under Section 501 c(3) of the Internal Revenue Service Code. Therefore, we are required by the IRS to keep an ongoing record of how grant funds are spent. By completing this form, you are enabling the Founders Fund to comply with this requirement. Thank you for your assistance.

Date: ____/____/____

Club/District: _____ District: _____

Name of Project/Program: _____

Date Club/District received grant funds: ____/____/____ Amount: \$_____

Date project was started: ____/____/____ Date project was completed ____/____/____

Attach a **complete financial report** on the use of the grant funds. EXAMPLES: copies of invoices or canceled checks for supplies purchased and/or to institutions or other third-party agencies that benefited from PIFF grant funds. Also include letters of acknowledgement from any suppliers, facilities or agencies. Half of any excess funds must be returned to Pilot International Founders Fund immediately.

Please provide a brief report on how this project/program has affected the target group:

Number affected: _____

Number of members in club/district: _____ Number of members involved: _____

Describe how members were involved: _____

Describe any publicity received and enclose clippings: _____

Comments: _____

Contact (please print) _____

Signature: _____ Date: _____

Address: _____

Daytime phone: _____