

# Charity Grant Final Report

Date: [Insert Date]

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

[Grantor's Name]

[Grantor's Organization]

[Grantor's Address]

[City, State, Zip Code]

**Dear [Grantor's Name],**

We are pleased to submit the final report for the grant awarded to [Your Organization's Name] for the project "[Project Name]" funded by [Grantor's Organization]. This report summarizes the activities and outcomes achieved through your generous support.

## **Project Overview**

[Brief description of the project, including its goals and objectives.]

## **Activities Conducted**

- [Activity 1]
- [Activity 2]
- [Activity 3]

## **Outcomes Achieved**

[Summary of key outcomes and impacts of the project.]

## **Budget Summary**

[Overview of how the funds were utilized and any remaining funds.]

## **Conclusion**

Thank you for your support in helping us achieve our mission through this project. We are grateful for the partnership with [Grantor's Organization] and look forward to future collaborations.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]

[Contact Information]