

## ELKS NATIONAL VETERANS SERVICE COMMISSION 2015-16 FREEDOM GRANT FINAL REPORT FORM

ENF OFFICE USE		
State&No.:		
Date Rec'd:		

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**Directions:** To be eligible for future grants, Lodges must complete and return this form along with copies of itemized receipts for all grant expenses to the Elks National Foundation no later than <u>August 31, 2016</u>. All sections of this two-page form must be completed. If you prefer to type this report, download a copy of the form at www.elks.org/enf/community/FreedomGrants.cfm.

Keep a copy the completed form for your Lodge records. Mail completed form to Attn: Programs Department, Elks National Foundation, 2750 N. Lakeview Ave., Chicago, IL, 60614-2256.

LODGE INFORMATION	N		
Lodge Name	State	Lodge No	
PROJECT MANAGER	CONTACT INFORMATION (Please note any changes)		
Name	Phone Number		
Email Address	Phone Numbe	er(2)	
GRANT PROJECT LO	GISTICS		
Date(s) of Use	_N	umber of Elks involved	
Total number of veterans	servedActive duty military served	_Military families served	
Number of Elks hours spe	entTotal Dollars Spent		
project. Only pre-appro purchase orders, invoices We reserve the right to s	ons and amount of reasonable expenses (copies of receipts must ved grant-related receipts will be allowed. <b>Receipts must be it</b> s, etc. Lodge vouchers and check copies written to members do reek reimbursement from the Lodge if the expenses do not coincodge has funds remaining after the project, contact the Grants of the contact t	emized. Examples include store receipts, not qualify.  cide with the approved budget and objec-	
Date	Description	Total	
	Grand Total		
PUBLICITY			
publications or online. B their name and/or liker	erage, or promotional materials submitted may be used for Lodgy including photographs, the Lodge certifies that it has the permess and to circulate the same for any and all purposes reasonal ans Service Commission. Please include captions with photos.	nission of the subjects to use and reproduce	
Did the Lodge receive of Please check the material Newspaper article  Photos	any publicity?  Yes (If yes, please attach materials.)  No als that are attached.  Newsletter article  Thank you/ Acknowledgement Digital Photos were emailed to LodgeGrants@elks.org	☐ Other materials	

PROJECT DESCRIPTION	
Please describe your Lodge's grantactivity.	
Grant projects serving veterans must focus on one of the five areas of inc	creased need, employment, homelessness and housing mili-
tary families, health, educational support. Which area of need did this p	
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PLANNING AND ACTIVITIES	
Please explain how Elks were involved.	
FEEDBACK AND EVALUATION	
What were the project's successes?	
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How did the Lodge react to the project? What feedback did you receive	from Loage members and the community?
REQUIRED SIGNATURES	
Sign and date below to verify that the information provided is correct.	
Lodge Contact(s):	
I hereby certify that the above claim is correct and legally chargeable to	the Elks National Foundation.
Signature:	
	Project Manager
_	_
Signature:	
	Exalted Ruler (If the same as above, have Secretary sign)