# PROJECT REVIEW

**This form serves as a guide only to help you prepare your report. It will not fulfill your final report requirement. You must submit the Grant Evaluation Report online through your GOapply account.**

**Respond in ENGLISH only.**
Please note: The final evaluation report may differ slightly, as it may include updated information and revised questions.

- **Briefly describe your project's original purpose.**

- **What specific need is this project addressing?**

- **To your knowledge, was a similar project attempted before in your diocese?**

☐ Yes
☐ No

- **Why is this project important to your congregation's mission at this time?**

- **Did you have any major changes this year that would affect the outcome of Goals/Objectives?**

☐ Yes
☐ No

IF YES, what were those changes?

a. Did goals or objectives need to be amended?

- [ ] Yes
- [ ] No

b. Did the projected timeline need to be changed?

- [ ] Yes
- [ ] No

c. Based on these changes you experienced, did your strategy or overall approach need to change?

- [ ] Yes
- [ ] No

- How did you meet your project's goals? Give examples with data or a story that highlights your project's success.

- Please share with us what conditions have changed in the community served due to the project. Provide data or a story that best exemplifies the changes.

- What have you learned through this process that is a "difference maker?"

- **Of the five choices, please select only ONE option that most applies to you. What plans do you have to sustain this project after this grant?**

- [ ] The project is now sustainable.
- [ ] The project has accomplished its full potential and will end.
- [ ] This project greatly impacted the people served but needs further funding to address challenges before becoming self-sustainable.
- [ ] We believe the project HAS merit and reached its goal; however, it can never be sustainable.
- [ ] This project is an HFS multi-year grant, and we must evaluate sustainability after the last installment.

**Note: Is lack of additional funding the ONLY obstacle to making it self-sustainable?**

- [ ] Yes
- [ ] No

**Explain:**

# FINANCIAL INFORMATION

FINANCIAL ACCOUNTING FOR GRANT FUNDS (IN US DOLLARS):

## Grant Amount (In US Dollars):

## Funds Remaining (In US Dollars):

According to the Grant Agreement, unspent funds must be returned to HFS by the due date for this Grant Evaluation Report.

## Number of people served by this project during the grant period:

## PROJECT EXPENSES (IN US DOLLARS): (You can add more lines.)

| Project Item | Quantity | Cost in US Dollars |
|---|---|---|
| | | |
| | | |
| | | |

# CERTIFICATION

After submitting a Grant Evaluation Report, applicants must send at least two (2) or three (3) digital, high-quality photos of their project to photos@hiltonfundforsisters.org.

- The pictures should include the sister working in her ministry.
- Applicants will obtain permission from those in the picture to share the photos with us.
- Applicants will include the following:

  - Application ID Number, Country, and a brief description or caption for each photo in the email's subject line.
  - Will not make any annotations to the pictures.
  - At least two photos will include a sister from her congregation at the project site.

## Upload a signed copy of the HFS Monitor/Guarantor Report Form.