



West Virginia Early Childhood
Training
CONNECTIONS
AND RESOURCES

Grant Summary Report

Instructions: This form, along with appropriate documentation, is to be submitted to WVECTCR within 30 days of the end of the grant award period. Failure to complete grant requirements, submit required documentation, and/or return any unspent funding, will eliminate eligibility to receive a grant award in the following year.

Please attach documentation to support grant expenditures:

- Itemized receipts showing the date of purchase, item name, item amount, total paid
- Invoice and packing slip showing the date of purchase, date of delivery, item name, item amount and total paid
- Receipts and payment documentation must reflect services provided/materials purchased during the grant award period.
- Publicity materials for grant project.
- WV STARS course name and number

			Date:
Full Name of Organization:			
Contact Person:		Position/Title:	
Mailing Address:			
City:	State:	Zip Code:	County:
Phone Number:		Fax Number:	
E-mail Address:		Website Address:	
Additional Contact Information:			
Grant Award Amount:		Grant Amount Spent:	
Grant Award Period:			

Describe how the project's objectives were achieved.

Where did the project take place?

How did you promote the project to the community?

Approximately how many people benefited from the project and how?

WV STARS Course Name and Course Number

Other information.

Next steps for the project.

