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**ACS Final Grant Report Form**

**Grant Cycle 14**

**Due by 5 pm EST on the date established in your grant award letter, and due via email (PDF/Word) to grants@acsouth.edu**

* Complete this form in no more than five pages.
* Attach your final financial report in a separate document and submit it along with your report to grants@acsouth.edu.
* Note that portions or the entirety of your final report may be reprinted on the ACS grants webpage.

Name of project lead:

Campus:

Project title:

Today’s date:

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| --- | --- | --- | --- | --- |
| **PROJECT PARTICIPANTS**  **(Please add rows if necessary.)** | | | | |
| **Name** | **Title/s** | **Dept. or office** | **Office phone** | **Campus e-mail** |
| 1. Primary project lead: |  |  |  |  |
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1. **Project summary**

Briefly describe the purpose, intended goals, and major activities of your project.

1. **Attainment of goals**

Explain the steps you took to achieve and evaluate the success of *each* project goal. Provide details regarding the tools and methods used to measure each goal and the extent to which, based on those measurements, each goal was met.

1. **Impact of project**

Explain the impact your project had on relevant constituencies (e.g., students), structures, (e.g., a major program), processes (e.g., community engagement), and/or relationships (e.g., consortial partnerships).

1. **Consortial (ACS-wide) value of the project**

Describe how your project results can or will strengthen ACS, e.g., via the dissemination of a final report, the future training of campus leaders, or the building of an inclusive community of practice.

1. **Lessons Learned**

Describe the surprises, challenges, and lessons learned during the project, e.g., is there something you are very glad you did or would do differently? Did you face obstacles that called for creative problem-solving? What would have made the project even more successful?

1. **Next Steps**

Explain what you intend to do with/how to you intend to use or build on the results of your project.

1. **Feedback/suggestions for the ACS grant program (optional)**