****

**Administrative Office of the Courts**

**Mediation and Conflict Resolution Office**

**2001-C Commerce Park Drive, Annapolis, MD 21401**

**Conflict Resolution Grants**

**Year-End Grant Summary**

*Submit with 4th Quarter Grant Progress Report*

**Organization Name**:

**Program Name (if different):**

**Grant #:**

**Person completing this report: Email:**

**Phone number:**

1. Discuss the goals you identified in your Project Goals and Evaluation Plan and whether those goals and outcomes have been met. What are the challenges your program/project encountered? How did you respond to them? What accomplishments did your program/project achieve?

2. Who was the target audience for your project, how many people were affected and how were they affected? How did you measure this affect?

3. Compare your direct service numbers over the past two years. What has your organization learned about the project or program from the data collected? Do you plan to make any changes to your program based on what you have learned?

4. What is the overall significance of the project? How will the results of this project be used to enhance your program and/or organization?

5. Based on your experience to date, what advice would you give to other organizations planning a similar program? What would you do differently if you had the chance?

6. Please provide one or two anecdotal success stories (anonymously) that were accomplished through your project in the past year. Select examples that illustrate why the work you are doing is important, and how it impacts your intended audience (clients, general public, students, staff, etc.).

Feedback on MACRO’s Grant Program:

We invite you to provide feedback about improving our application and grant process, including our grant reporting, payments, etc.

* Was the application easy to fill out? If not, what would have made it easier for you?
* Were the reporting forms easy to complete? If not, what would have made it easier for you?
* Was the financial workbook easy to use? If not, what would have made it easier for you?
* Do you have any specific suggestions for MACRO with regard to its grant application and process?

**This report reflects a complete and accurate account of the activities associated with MACRO Grant #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the past year.**

**Director or Project Manager:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_