



# GILA RIVER INDIAN COMMUNITY

## OFFICE OF SPECIAL FUNDING

### GRANT REPORTING AGREEMENT

October 25, 2016

Charles Kmet  
 Emergency Manager  
 31 N. Pinal Street, Bldg. F, P.O. Box 727  
 Florence, AZ 85132

In re: Office of Emergency Management, Emergency Incident Response/Support Vehicle

Congratulations on your recent grant award from the Gila River Indian Community State-Shared Revenue Program. Annual and/or final reports are a requirement of every grant award. By accepting the grant, you are agreeing (1) to use the grant in accordance with the proposed budget and purposes identified in your grant application, and (2) to submit annual, final and any other interim reports that the Gila River Indian Community requires, verifying that grant funds were expended for the purposes identified in the grant application. Enclosed you will find the desired reporting format.

Reports will be due annually throughout the duration of the grant period. Please use the date(s) listed below as a guideline in order to ensure that reports are submitted in a timely manner. In the instance that your project is not complete after the last listed reporting date, additional reports may be requested. Requests for changes to the terms of the grant or any budget modifications must be presented in writing for concurrence by the Office of Special Funding.

Please sign below to acknowledge that you understand the reporting requirements and return a copy of the signed letter to the Office of Special Funding. You may email a scanned signed copy to [terri.enos@gric.nsn.us](mailto:terri.enos@gric.nsn.us) or send via USPS.

Sincerely,

Cheryl Pablo  
 Program Administrator

<p><i>GRANT AWARD DATE: 10/5/2016</i></p> <p><i>REPORT DUE DATES: 11/6/2017</i></p>	<p><i>AGREED AND ACKNOWLEDGED BY:</i></p> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p><i>Signature/Date</i></p> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p><i>Printed Name/Title</i></p>
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## *Gila River Indian Community Grant Reporting Format*

### NARRATIVE

1. Organization Name:  
Project Name:  
Award Date:  
Award Amount:
  
2. Results/Outcomes – How has this project benefitted the general public?
  - a. Please describe the progress made toward the stated goals and objectives related to this specific grant and the project timeline. (Please include those stated goals and objectives in your response.)
  - b. What difference has this program or project made in your community or for the population you are serving? Please discuss evidence of this effect (e.g., numbers served, demographic information, client satisfaction survey results, pre- and post-test results, community indicators, outcomes, etc.) If this grant was for a one-time purchase describe how the purchase has addressed the needs/problems described in your grant application.
  - c. Were there any unanticipated results, either positive or negative, that you have not already described above? If yes, please describe.
  
3. Future Plans
  - a. If you will be continuing this program or project, what are the plans for sustaining or expanding the program, including a future-funding plan? If discontinuing the program or project, what factors led to this decision?
  - b. If applicable, what plans do you have to communicate your outcomes or lessons learned with others?
  - c. If you have identified areas where increased collaboration between organizations or sectors would lead to increased positive outcomes for your constituents, briefly describe your ideas.
  
4. Other Comments
  - a. Please share with us any comments you have for our grant making or reporting process.
  - b. May we share your success and/or project outcomes on our website? If so, please prepare a brief summary of the outcomes and benefits your project has provided for your community and/or any information you would like to make available to individuals who may be eligible for your services and email them to [Cheryl.pablo@gric.nsn.us](mailto:Cheryl.pablo@gric.nsn.us). We also welcome digital photos.

### FINANCIALS

1. Please provide grant specific income and expenditure information compared to the approved budget for your program or project. If there are any major variances, please explain. If there were any approved budget modifications during the grant period please report how these changes benefitted the project.