# Grant report template

Provide this grant report to the Committee for Care Ministries, and we suggest that you also provide a copy to your employer. The report is due within 3 months of receipt of the grant. Email to [localmission@lca.org.au](mailto:localmission@lca.org.au)

## Applicant details

|  |  |
| --- | --- |
| Name |  |
| Address |  |
| Phone number (work hours) |  |
| Email address |  |
| Employing organisation |  |
| Role within employing organisation |  |

## Report details

This template is provided as a suggested format only. Feel free to adapt this report to suit your needs. The Committee for Care Ministries cares about the education, formation and resourcing of caring ministries across the LCANZ, and your report enables the members of the committee to rejoice with you in your service.

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| --- | --- | --- | --- | --- |
| Section 1: Planned and/or actual achievements | | | | |
| Explain how the grant was used and to what extent the training or resourcing met your expectations | | | | |
|  | | | | |
| Section 2: Impact | | | | |
| Share the impact for others in terms of your formation and education or the resourcing the grant provided | | | | |
|  | | | | |
| Section 3: Joys/successes/benefits | | | | |
| Share learnings or benefits for your ministry | | | | |
|  | | | | |
| Section 4: Challenges/difficulties/barriers | | | | |
| Give details of any struggles and how you dealt with them | | | | |
|  | | | | |
| Section 5: Discoveries that might help others | | | | |
| What have you learned? Have you any suggestions for the Committee for Care Ministries? | | | | |
|  | | | | |
| Information release | | | | |
|  | I am willing for my report and the photos I provide to be shared via the Care Ministries eNewsletter. | | | |
| Name and signature of grant recipient | |  | Date |  |

Send to [localmission@lca.org.au](mailto:localmission@lca.org.au)

Alternatively, post the report to

Grant report

Committee for Care Ministries

197 Archer St

North Adelaide SA 5006