



Use of Funds Report 2021-2022 Grants

The Charity Guild of Catholic Women requires that you account for the grant monies awarded to your agency. Please submit this signed form with the attachments listed on page 3 by **3:00 PM, September 15, 2022**. Agencies that do not submit reports by the deadline will be ineligible for future funding.

Legal Name of Organization: _____

DBA (if applicable): _____ EIN: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Website: _____

CEO/Executive Director: _____

Contact Name and Title (if not ED/CEO): _____

Contact Phone: _____ Contact Email: _____

Dates Covered by this Grant (MM/DD/YYYY): _____

Grant Amount: \$ _____ Program/Project Name: _____

Summary of the Grant Purpose:

Have there been any changes to your organization's federal tax-exempt status since you were awarded this grant?

Yes No (if yes, please explain in narrative section.)

By signing below, I certify that the information contained in this report is true and correct to the best of my knowledge.

CEO/Executive Director Signature

Printed Name of CEO/Executive Director

Date



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ATTACHMENTS

Submit the following attachments with appropriate headers. Please note that you may be providing financial statements for more than one year in order to cover the funded grant period. It is generally understood that the fiscal year(s) of Charity Guild of Catholic Women, your organization, and the grant period may not be in alignment.

- Statement of Financial Position (Balance Sheet) and Statement of Activities (Income and Expense Statement) for the year(s) in which the grant was used.
- Income and expenditure information compared to the approved budget for the program. *If all funding was not expended during the grant period, explain why. Explain any major variances between the approved budget and the final financial statements being submitted with this report.*
- Materials in which Charity Guild of Catholic Women is recognized as one of your funders.

This Use of Funds Report with attachments must arrive at Charity GuildShop **no later than 3:00 PM, Thursday, September 15, 2022** if your organization wishes to be considered for funding in any future grant cycle.

This packet may be mailed or hand-delivered to:

CHARITY GUILD OF CATHOLIC WOMEN
1203 LOVETT BOULEVARD, HOUSTON, TX 77006
ATTENTION: CHILDREN'S CHARITIES COMMITTEE