

Salem Youth Development & Family Engagement Mini-Grant Program

Post-Event / Post-Program Report Form

Thank you for participating in the City of Salem Youth Development & Family Engagement Mini-Grant Program. This report helps the City evaluate community impact, measure outcomes, strengthen future programming, and document the effectiveness of neighborhood-based youth and family engagement initiatives. Please complete and submit this form within 14 days of your event or program completion.

ORGANIZATION INFORMATION

Organization Name:

Program/Event Name:

Primary Contact Name:

Phone Number:

Email Address:

Funding Award Amount:

\$ _____

Date(s) of Program/Event:

Location(s):

PROGRAM SUMMARY

Please briefly describe the program or event conducted:

Which category best describes your program?

- Play Streets Event
- Community Event
- Educational Workshop
- Enrichment Trip
- Sports/Recreation
- Arts/Culture
- Wellness Activity
- Career Exposure
- Environmental Activity
- Other: _____

PARTICIPATION & ENGAGEMENT

Estimated Number of Participants:

Estimated Number of Youth Participants:

Estimated Number of Adult/Family Participants:

Target Age Groups Served

- Elementary School
- Middle School
- High School
- Young Adults
- Families
- Mixed Ages

Did the program successfully reach the intended audience?

- Yes
- No
- Somewhat

Please explain:

COMMUNITY IMPACT

Please describe the overall impact of the event or program on youth, families, or the community:

Please share any success stories, memorable moments, or participant feedback:

PARTNERSHIPS & VOLUNTEERS

Did your organization collaborate with any partners?

- Yes
- No

If yes, please list partners involved:

Number of Volunteers Involved:

BUDGET SUMMARY

Expense Category	Amount Spent
Supplies	\$

Food/Refreshment \$
s

Transportation \$

Equipment \$

Marketing/Outreach \$
h

Coordinator \$
Stipend

Facility/Permit \$
Costs

Other \$

Total Funds Spent:

\$ _____

Were all grant funds used for approved purposes?

- Yes
- No

If no, please explain:

MEDIA & DOCUMENTATION

Please attach or submit the following if available:

- Event Photos
- Flyers or Promotional Materials
- Attendance Sheets/Sign-In Sheets
- Social Media Screenshots or Posts
- Participant Testimonials or Quotes

TECHNICAL ASSISTANCE FEEDBACK

If your organization received technical assistance, was it helpful?

- Very Helpful
- Helpful
- Somewhat Helpful
- Not Helpful

What additional support would help your organization in the future?

LESSONS LEARNED & DEMONSTRATION PROJECT FEEDBACK

As part of the City of Salem's Youth Development & Family Engagement Demonstration Project, the City is seeking feedback to improve future neighborhood programming and funding opportunities.

1. What aspects of your event or program were most successful?

2. What challenges or barriers did you encounter during planning or implementation?

3. What strategies were most effective for engaging youth, families, or community members?

4. What recommendations would you provide to improve future rounds of this program?

5. Additional Comments or Feedback

CERTIFICATION

I certify that the information provided in this report is accurate and that grant funds were used for approved program purposes.

Authorized Signature:

Printed Name:

Date:
