



# The Foundation of Safety for the City of Oakland

## OAKLAND POLICE FOUNDATION FUND FINAL PROGRESS REPORT

*Please keep this form in your files. Return it completed to the Oakland Police foundation on the Report Due Date noted below. Please read the guidelines carefully at the start of your grant period to better address the points below at the grant's conclusion. **Progress reports are due no later than thirty days after the conclusion of the grant project and should include the following:***

<b>Grant Award #:</b>
<b>Grant Period:</b>
<b>Grant Amount:</b>
<b>Grantee Contact:</b>
<b>Purpose of Grant:</b>
<b>Grant Objectives (as stated on the application):</b>

*Please submit a narrative report (approximately 2-4 pages) addressing the following questions for the project or activities. This grant report may be used to keep both Foundation staff and donors informed about your activities and the impact of our support. If you have any questions concerning these instructions, please contact the Foundation at 415.786.3520.*

1. Please provide an update on the outcome of the funded project to date since the progress report. In doing so, please refer to the grants objectives included above.
2. Include an updated copy of your grant budget with actual budget with actual expenditures and all sources of revenue.
3. Include any press releases, news clippings, magazine articles or other media associated with this project, as well as any related examples of flyers, brochures, publications, etc.

Send report to:

David E. Downing  
 Deputy Chief of Police  
 Bureau of Services  
 Oakland Police Department  
 (510) 238-7620 [d Downing@oaklandnet.com](mailto:d Downing@oaklandnet.com)