

**Youth Ministry “Good Work” Endowment Grant
Reporting Form (Annual)**

Parish _____ City _____

Amount of Total Grant Award _____

Amount Received for Reporting Year _____

Award Date _____

Reporting Date _____

1. **Job Description:** In coordination with the Diocesan Human Resources Department, has the job description for the position been adapted to fit the parish needs?
2. **Project description:** Describe the project activities that has taken place this past year with the youth at the parish level. Report separately Jr Hi and High School if both groups are developed. How many youth attended each activity offered? How many adults volunteered? (fewer than 250 words)
3. **Project description:** Describe the project activities that has taken place this past year with the youth at the diocesan level. Report separately Jr Hi and High School if both groups are developed. How many youth attended each activity offered? How many adults volunteered? (fewer than 250 words) Examples are: Convention, Bowling or Birthright, Quest, Sporting events, Jr high Blow out, Jr high spectacular...etc.
4. Describe your Youth Ministry’s working relationship with Diocesan Youth Ministry? (Example; Parish is currently working with Diocesan Multi-parish Youth Minister, Parish Youth Minister regularly meets with Diocesan Youth director, Parish Youth Minister played an important role in Diocesan Youth Convention.) (300 words or less)
5. How does your parish promote Youth Ministry and events? 300 words or less
6. How has this position/project benefitted the youth of the parish? What has been the impact of the grant award this past year? (500 words or fewer)
7. How many youth attended or were involved in the program prior to the grant award? How many youth are involved in the program to date? (300 words or fewer)
8. What special challenges (if any) did the program face during the past year? e.g. Events cancelled because of weather, change in demographics of the parish, COVID -19, etc. (300 words or fewer)

Use of Funds

Please refer to budget that was used in your request as proposed budget. Actuals may be in similar categories (to be filled in the 4th quarter).

	Proposed:	Actual	Portion paid by grant
Expenses:			
Salary and benefits	\$ _____	_____	_____
Programing Costs	\$ _____	_____	_____
1.			
2.			
3.			
4.			
5.			
6.			
7.			
Total \$	\$ _____	_____	_____

Revenues:

	Proposed	Actual
Parish Contribution:	\$ _____	\$ _____
Grants/ Gifts/Fees		
1. _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____
3. _____	\$ _____	
4. _____	\$ _____	
Good Works Grant:	\$ _____	\$ _____
Total:	\$ _____	\$ _____

Pastor Signature: _____ Date: _____