



## The Wellmark Foundation Interim Progress Report

### INFORMATION TO BE INCLUDED IN GRANT PROGRESS REPORTS

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#### **COVER SHEET WITH THE FOLLOWING INFORMATION:**

- GRANTEE NAME/GRANTEE NUMBER, ADDRESS AND PHONE NUMBER
  - NAME AND TITLE OF STAFF SUBMITTING REPORT
  - REPORT DUE DATE & PERIOD COVERED BY REPORT
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#### **NARRATIVE REPORT (5 PAGES OR LESS) THAT ADDRESSES THE FOLLOWING POINTS:**

- 1. GENERAL HEALTH IMPACT GOALS AND OBJECTIVES OF THE PROJECT FOR WHICH GRANT FUNDS WERE AWARDED**
  - 2. IS THE PROJECT PROCEEDING AS SCHEDULED?**  
(If not, please lay out a revised schedule of activities.)
  - 3. PROGRESS THIS REPORTING PERIOD**  
(Which activities/outputs have produced the anticipated results and which have not? What are your accomplishments and indicators? What lessons have you learned during the past year that will help you to achieve your intended outcomes? These should be both project specific as well as broader lessons (i.e. best practices, cultural messages/attitudes, etc.)
  - 4. STRATEGIC MODIFICATIONS**  
(What modifications to your strategy, if any, are you considering and why? Have there been any significant changes in staff?)
  - 5. PROBLEMS & PROGRESS ENCOUNTERED**  
(Which goals have you been unable to reach? Please explain. What lessons have you learned during the project that will help you to achieve your intended outcomes (baseline versus target)?)
  - 6. PLEASE PROVIDE A COPY YOUR APPROVED PROJECT BUDGET, A LIST OF ACTUAL EXPENDITURES OF WELLMARK GRANT FUNDS TO DATE, AND AN EXPLANATION OF DIFFERENCES, IF ANY.**
- LEVERAGE:** If applicable, did the project receive any additional sources of funding support during the most recent reporting period? If yes, please list the funding source, amount, and brief project description.
- 7. ADDITIONAL NARRATIVE**  
(Please feel free to add any other comments you may have.)

**GRANT REPORTS SHOULD BE EMAILED TO THE WELLMARK FOUNDATION:  
WellmarkFoundation@Wellmark.com**