GRANTEE FINAL NARRATIVE REPORT OUTLINE

**(https://www.luminafoundation.org/grantee-reporting-forms)**

**Lumina Foundation Issued Grant Number:**

**Grant start date:** Click here to enter a date. **Grant end date:** Click here to enter a date.

**Period covered by report:**

## Legal Name of Organization:

**Common Name of Organization:**

##### **Major Outcomes**

#### How has the project and its outcomes contributed to equitable outcomes for Black, Hispanic or Native American learners?

#### Comment on additional outcomes not directly associated with the project (e.g., partnerships formed, additional funding support gained).

#### Specify any unanticipated positive and/or negative project developments.

#### If applicable, comment on any longer-term outcomes you anticipate from your Lumina-funded project. Also, please estimate anticipated achievement dates (month and year).

#### In your opinion, what is the most remarkable accomplishment or finding of your project?

#### Metrics

Please select the metric(s) that correspond with the goals of the work. These metrics do not need to be what was originally indicated at the proposal.

1. Output Metrics
	1. Produce evidence, data, research and/or tools and resources to inform strategy, policy, and/or practice.
	2. Build awareness, support and alignment with evidence-based solutions and commitments among key influencers, systems, states, or other organizations.
	3. Build capacity and/or infrastructure among key actors, institutions, systems, states, or other organizations to implement evidence-based solutions.
	4. Implement evidence-based solutions at institutions, systems, states, or other organizations aimed at increasing enrollment, persistence, completion, and/or career outcomes for learners.
	5. Scale policy or practice change at institutions, systems, states, or other organizations aimed at increasing participation, student success, or employment-aligned credentials.
	6. Not applicable.
2. Outcome Metrics
	1. Increase enrollment/re-enrollment of students, primarily for each racial equity population.
	2. Increase retention/persistence primarily for each racial equity population.
	3. Increase completion, primarily for each racial equity population.
	4. Increase credentials that are aligned with employment and labor market demand.
	5. Not applicable.
3. If on track / more than expected to date, what key factors have enabled you to continue progressing to your goal / complete your goal?
4. If less than expected, what challenges or obstacles are you facing that have hindered progress toward the goal?
5. If you have identified any outcome metric(s), please attach your metrics to the record.

The template for metric reports can be found under the "Information / Funding Opportunities / Metrics Forms" in the grantee portal.

#### Evaluation and Communication

1. Provide a summary of your evaluation activities and/or results, if available. If applicable, please attach copies of all evaluation reports produced since your last Lumina report.
2. If applicable, provide a summary of your communication activities and/or results, if available. Please attach copies of all communication products produced since your last Lumina report.

**Lessons Learned**

Comment on the lessons your organization learned through this grant.

1. As you reflect on the strategies and activities implemented during this grant, which were successful?
2. On the contrary, what strategies and activities did you find were unsuccessful?
3. What would you do differently?
4. What did you learn about the populations targeted in your effort (i.e., traditional-aged students, returning adults, adults with no recognized postsecondary education, Black, Hispanic, or Native American students), if applicable.
5. If applicable, describe any links you have made or would like to make between this project and other Lumina grants.

**Lessons Applied**

1. How will the lessons learned from this grant affect your future work or the work of others?
2. What additional questions about student postsecondary attainment did this project raise?

**Lumina Relationship**

1. Given your experience working with Lumina on this grant, what changes would you recommend for Lumina to better support you toward your goals?
2. What can Lumina Foundation do to help your organization in its efforts to improve outcomes for learners of color and center racial justice and equity? Lessons Applied

**Financial Report**

Using Lumina’s budget template, please account specifically for the use of Lumina grant funds and indicate how these funds have been spent according to the categories submitted in the proposal budget.

Lumina does not require the return of unspent grant funds, provided that these funds are no more than $1,000 and that the balance is used for the grant purpose. The total for unspent funds includes any remaining earned interest. Please note any unspent funds in your financial report and indicate the grant-related purpose for which you will use the funds if retained. No further report on the funds is required.

If unspent funds are more than $1,000, you may request a no-cost grant extension of up to one year to spend the funds, or you may choose to return the unspent funds to the Foundation. Please submit any budget modification or no-cost extension requests on official letterhead, specify the grant-related purpose for which the funds will be used and include a revised budget. *A no-cost extension must be requested* ***before*** *the expiration date of the grant, not by the due date for final reports.* A final accounting will be required upon the conclusion of the grant-extension period.

**Project Director (or person who prepared this report):**

**Date:**