



DESIGNATED GRANT REPORT FORM

The *Pendleton Foundation Trust* requires an annual report on the use of the designated grants to verify that funds were used as specified. This is a requirement of the IRS. This report is due **March 1st** for designated grants received in the previous calendar year.

The donor's intended use of the grant funds is described in the distribution letter you received.

If you receive more than one designated grant in a year, please complete a separate report for each. The information in your report is shared with the PFT board of directors, which must determine whether funds were used appropriately before it can authorize future distributions.

In your advertising of this grant award, you may advise others to learn more about the Pendleton Foundation Trust from our website at: www.pendletonfoundationtrust.com.

SUBMISSION DEADLINE: March 1st

Any questions contact:

Jerri Bealer, *Secretary*
541-276-3331 ext. 314
bealer@corey-byler.com

Mail or deliver completed form to:

Pendleton Foundation Trust
ATTN: Jerri Bealer, *Secretary*
PO Box 218, | 222 SE Dorion Avenue
Pendleton, OR 97801-2553

Pendleton Foundation Trust

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Designated Grant Report Form

Answer all questions and attach additional pages as needed

Organization Name:

Contact Person/Title:

Address:

Phone/Email:

Amount Received:

Amount Used:

Date Received:

Excess Refunded:

Brief description of your project:

What impact do you believe your project has on the Pendleton Community?

How many people do you believe will be served by your project?

What age groups will benefit?

Please provide itemization of your expenditures for the project and/or a copy of your Receipt(s) for items purchased to complete this project.

If possible, please provide a photograph of your completed project.