2009 Grant Recipient Follow Up Report

Shutterfly Foundation is committed to ensuring our grant recipients are able to make as large an impact as possible in the communities they serve. So that we can better understand the progress you are making, we ask you to complete the following evaluation report.

We are looking for specific accomplishments that might include facts, figures or concrete data. We are also asking you to include information detailing the expenses and expenditures that were incurred through this grant. This evaluation should be no more than 2-3 pages in length.

Please provide the following information and return it by email to foundation@shutterfly.com. Your report is no later than April 30, 2010. If your program end date is after April, please submit a partial progress report and then follow up with a completed report in June.

- Contact information:
    - Organization name
    - Contact person, including name, title, email, and phone
    - Name of program
    - Dates of program

- Please explain how the grant money was allocated to support the goals of your program as outlined in your application.

- What metrics did use to measure the success of your program?

- Did you meet, exceed, or not reach real those goals?

- How many people were directly helped by Shutterfly's grant donation?

- What were some of your successes and challenges your program faced?

- Please provide a short quote or anecdote on how the Shutterfly Foundation grant has impacted this program had on the project or organization. We may use this quote for internal and external communications.

- Please include the following to complete the report:
    - A detailed financial report that indicates how the grant funds were utilized. The format should be the same as the format of the budget you submitted with your proposal.
    - Photos of the organization in action.