



**CITY OF BUFFALO
MAYOR BYRON W. BROWN'S
2010**

LIVABLE COMMUNITIES GRANT REPORT

FINAL REPORT

The Division of Citizen Services will evaluate all funded projects. Project assessment will include, but is not limited to: photographs, as projects may be featured in a newsletter of feature projects, pre/post-project surveys, published articles and press coverage, detailed report documenting progress and challenges throughout the process, and review of project expenses. **If a project fails to submit a report and/or stay within stated guidelines, all remaining funds will be retracted and the organization will be disqualified from future funding.** Project organizers may submit articles detailing their completed project(s) for publication. All information will become the property of the City of Buffalo's Buffalo Urban Renewal Agency. Final reports may be completed electronically and submitted online at

Please answer the following questions as a separate attachment, using 12 pt. font Times New Roman, 1.5 spacing, and clearly noting the stated question and the response of the organization. Please take care to note the date of the submitted report, applicant number, name of the block club/organization, and project name in the Header section of each page. Responses are limited to 4 pages printed on the front only (page limit is not including attachments).

NARRATIVE

A. Organizational Background and Capacity

Briefly describe your organization's project, including an overview of your monthly progress during the project period. Were you able to stay within the projected project timeline? Were there any changes made to your project since you were approved for the grant?

B. Problem Statement

Describe what need, problem, or community concern was addressed by the project?

C. Project Challenges

Explain any challenges you may have experienced during the project period. Were these challenges resolved? If so, how was a resolution reached? How were you able to overcome these challenges? If not, were you unable to complete your project?

D. Impact

What changes within your community did you achieve with this project? Describe who the beneficiaries of this project were. How many people and/or households were fully impacted due to the implementation of this project? In what ways were the community impacted?

E. Partnership

Include a list of organizations, interest groups, business, or community partnerships involved in this project. Detail their involvement and include information about their organizations mission.



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Were there any partners/organizations that did not contribute to the project as projected? If so, why not? How were you able to compensate in the absence of this partner?

F. Sustainability

What is your organization's plan for continued maintenance and support of the project? Does this plan differ from what you originally anticipated when applying for the grant?

Did this project generate volunteer and community participation within the neighborhood? If so, how did you advertise the project and recruit volunteers? If not, what could have been done differently to generate more interest?

G. Attachments

Please include files, photos, video, press releases, articles, or other attachments.