

evanston!communityfoundation

1560 Sherman Avenue, Suite #535
Evanston, IL 60201

2017-18 Responsive Grants Calendar

June 8, 2017	Grantee orientation
June 20, 2017	Grantees submit evaluation worksheet and revised program/project budget to grants@evanstonforever.org
June 2017	ECF reviews evaluation worksheet & revised budget and creates a grant agreement, which is emailed to grantee for signature
July 2017, upon receipt of signed grant agreement	1 st Grant Check issued Start of grant period
December 1, 2017	Grantees submit Interim Reports
December 2017 / January 2018	2 nd Grant Check issued, if ECF approves interim report
1 st Quarter 2018	Site Visits (unless project timing indicates the need for a summer or fall visit)
June 30, 2018	End of Grant Period
July 16, 2018 or before	Grantees submit Final Reports

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