

# The Christopher Ludwick Foundation

## REQUIREMENT FOR STATUS REPORT

Applicants who receive a grant from the Foundation will be required to file a status report on or before February 15 of the year following the date of the grant.

The status report should be in narrative form, preferably on the organization's letterhead, and should address how the funds received from the Foundation were used, the results achieved by the project or program funded, and what the organization learned from the project or program.

**The report may not exceed one page (minimum 10 point type) and should be e-mailed on or before February 15 to [info@ludwickfoundation.org](mailto:info@ludwickfoundation.org).**

The Foundation recognizes that the project or program may not be fully completed at the time the status report is due, in which case a report of progress, results, and what has been learned to date will suffice.