

## Lanesboro Project Summary Report

Submitted by: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date: \_\_\_\_\_

### **Project Summary:**

Include details of the project; did you meet your goals? Were expected outcomes met?

**Volunteers:** names, phone, email addresses

**Partner Organizations Involved:**

**Budget:**

Did you stay within your projected budget? Did you have sponsors / donors?

**Communication:**

Attach copies of any press releases, newspaper, posters, photos, notes from face to face meetings, etc.

Were there any unexpected outcomes (positive or negative) that in hindsight would have been helpful to know ahead of the project?

*Thank you for all your work in helping to enhance Lanesboro!*

*The City will archive digital and paper copies of the Project Summary Report.*