

**VENTURA COUNTY COMMUNITY FOUNDATION**  
**ANNUAL GRANT REPORT**

**FOR FISCAL YEAR ENDING 12/31/2011**

GRANTEE: Ventura County Commission for Women

GRANT #: 20120123

AWARD AMOUNT: \$450.00

FROM FUND: Ventura County Commission for Women Fund

REPORTING PERIOD:

PURPOSE: To support the costs of a strategic planning retreat to prepare the Commission to plan for the implementation and subsequent distribution of a report on The Status of Women & Girls in Ventura County

**I. Please attach your responses to the following questions:**

1. Describe the public benefit achieved with the grant funding.  
*VCCW Commissioners achieved the development of their 2011-2012 Strategic Plan. The plan is attached.*
2. Describe the progress made toward the above grant purpose. If applicable, include number of persons served by the project during the grant period.  
*Eleven of the thirteen commissioners were in attendance at the October 22, 2011 Retreat as well as the facilitator, Cynthia King, Ph.D.*
3. Grant funds paid as of the end of the grantee's most recent fiscal year. (List month/date/year and amount.)  
**Date: December 31, 2011** **Amount Spent: \$392.00**
4. Amount of the grant funds unspent as of the end of the grantee's most recent fiscal year.  
**Date: December 31, 2011** **Amount Unspent: \$58.00**  
*(Note: This Annual Report shall constitute Grantee's Final Report if all grant funds have been spent.) The purpose for the use of the funds has been attained. The balance is to be returned to VCCF/VCCW Fund with the attached check. This is our Final Report.*
5. Grantee asserts that it has made all expenditures in furtherance of the stated purpose of the grant.  
*VCCW does assert that it has met this requirement.*
6. Grantee asserts that it has complied with all of the term and conditions of the grant specified in the Grant Agreement for grant #20120123.  
*VCCW does assert that it has complied. The Commission maintains a separate bookkeeping account as part of our financial records.*
7. Please provide any additional comments you feel pertinent to our understanding of your program and/or the satisfaction of your grant objectives to-date.  
*The Strategic Plan will guide the Commissioners in the coming year and will result in the research, implementation and distribution of the Status of Women & Girls in Ventura County Report.*

**II. Please provide with your report the information indicated below. Report will not be complete unless all items below are received.**

- A detailed itemization of expenditures made from grant funds, and the time period covered by that expense report.

ITEM	DESCRIPTION	AMOUNT
Facilitator	On Retreat Day 10 a.m. to 4 p.m., Preparation of Strategic Plan, Preparation for Retreat.	\$250.00
Caterers	Prepare, deliver & serve lunch	\$130.00
	Continental Breakfast (donuts)	\$12.00
Supplies	Provided by participants	\$0.00
Total Expenditures		\$392.00
Balance to Return	See Attached Check	\$58.00

**Copies of Invoices &/or Receipts are attached.**

I declare that I am authorized to sign this report on behalf of the above organization, that I have examined the forgoing statements and detailed expense report and to the best of my knowledge they are true, correct and complete.

By:

Lee Riggan

VCCW Chair 2011-2012

Name

Title

December 14, 2011

Signature

Date

All future grants and grant payments are conditioned upon the Foundation's receipt of complete and timely reporting from grantees. If you have any questions regarding the type of information desired, please contact (805) 988-0196, ext.120 or [tknight@vccf.org](mailto:tknight@vccf.org) for Tina Knight and ext. 120. Please e-mail us if you would like electronic versions of these forms.