



2020 ACCESS AND INNOVATION GRANTS MEMBER PROJECT GRANT FINAL REPORT

Period Covered: January 1, 2020 – December 31, 2020

Instructions:

- This report is required for all Access and Innovation Grants funded through RBDB.
- Completion deadline: December 31, 2020 unless otherwise indicated in the grant award agreement letter you received in August. Please note this date may be adjusted to the actual date when funding is distributed to grant recipients.
- Fill in the information requested on the bottom of this page. Using your own word processing software, repeat each question below and provide your response.
- Include one copy of this template as your cover sheet followed by your response pages.
- 3 copies of your report must be included.
- One of the copies should include a set of materials produced with RBDB Member Project Grant funds such as publicity, reports, etc.

1. Describe the project's accomplishments in relation to its objectives and its impact on regional resource sharing. List or describe all materials created using grant funds. For example, include numbers of items digitized, number of newspaper titles added, finding aids created, or marketing materials developed.
2. If you were starting this project now, what would you do differently? Please be candid in telling us what worked and what did not work.
3. Are you planning for activities begun by this project's funding to continue with other funds?
4. Please provide an analysis of the **quantitative and qualitative evaluation results** in relation to user satisfaction and/or success and/or objectives met. *(Please do not submit copies of individual completed user surveys or forms. We are interested in your summary and analysis of results only.)*

Person preparing report _____
(Typed or Printed Name) (Signature)

Telephone # _____ Date _____

Tax ID# (we require this for tax reporting purposes): _____

Required: Tell us where and to whom to send payment.

Send 3 copies of the final report and 1 set of materials if appropriate to:

Sheryl Knab
Western New York Library Resources Council
Airport Commerce Park East
4950 Genesee Street, Suite 170
Cheektowaga, NY 14225-5528