Youth Innovation Project Final Report

Final reports must be submitted 30 days after the completion of the project. All final report requirements should be submitted on this form through the below questions.

The final report should be completed by the Youth Leader(s) of the innovation grant. If the innovation grant was awarded to a Unified Pair (a youth leader with an intellectual disability and a youth leader without an intellectual disability), the youth should work together to complete the below final report.

For questions, please reach out to innovationgrants@specialolympics.org.

**Second Youth Leader Full Name (First and Last) \***

Participant and Program Information

Please provide information about Youth Leader(s) within the following questions.

**Special Olympics Program \***

**First Youth Leader Full Name (First and Last) \***

**Was there another Youth Leader who led the project? \***

Yes No

Short Answer

**Please share short responses (2-3 sentences) to the questions below about the impact of your project.**

Project & Community Impact

**Q1 \***

How did your project **impact** your local **community**?

**Q2 \***

What are your favorite **memories and learned lessons** of the project?

## Q3 \*

Who or what **inspired and supported** you throughout your project?

## Q4 \*

Was the **objective** of the project **achieved**? Please tell us why or why not.

# Personal & Youth Leadership Impact:

## Q1 \*

What **skills** did you learn or improve on during your project?

## Q2 \*

What **challenges** did you face during the project? How did you overcome them?

## Q3 \*

What are you **most proud** of from your project?

## Q4 \*

How will you **continue to further inclusion** now that your project is finished?

# Tell Us More About Your Project!

We want to help young people around the world learn how to spread inclusion in their own communities.

**Share Your Story**

Share your story through writing, making a video, creating a series of drawings, or an idea of your own.

**You can use the space below to share your story through writing or to share any links to resources. To upload files or photos, go to the next section!**

**Share Files \***

Please submit photos, articles, videos you captured or created during your project by sharing a drop box link or email files to [innovationgrants@specialolympics.org](innovationgrants%40specialolympics.org%20)

# Metrics

Please indicate the metrics that were achieved as a direct result of this project. For a full glossary of the metrics, please click [here](https://www.dropbox.com/s/l0263cd633f3xs1/Innovation%20Grant%20Metrics%20Glossary.pdf?dl=0).

**Number of youth with and without ID actively engaged in planning of the project \***

**Number of Unified Schools with expanded programming \***

**Number of new Unified Schools \***

**Number of new Unified Champion Schools \***

**Number of new Youth Leaders \***

**Number of Special Olympics athletes (people with ID) engaged by the project \***

**Number of people without ID engaged by the project \***

**Total social media impressions \***

**Number of new Unified Sports Clubs \***

# Budget

Please use the template below to report on the innovation grant funds spent. A description of purchases should be included for every category money was spent.

*Special Olympics Program staff are expected to keep receipts for all expenses listed below and understand that SOI might request the receipts for verification at any time.*

**Venue \***

**Description of Purchase: Venue \***

**Transportation \***

**Description of Purchase: Transportation \***

**Food \***

**Description of Purchase: Food \***

**Supplies \***

**Description of Purchase: Supplies \***

**Printing \***

**Description of Purchase: Printing \***

**Advertising/Marketing \***

**Description of Purchase: Advertising/Marketing \***

**Equipment/Maintenance \***

**Description of Purchase: Equipment/Maintenance \***

**Photography/Videography \***

**Description of Purchase: Photography/Videography \***

**Miscellaneous \***

**Description of Purchase: Miscellaneous \***

**Total Amount (USD) Spent \***

**Did you spend the full amount of your innovation grant? \***

 Yes  No

***If you spent the full amount of your innovation grant you are now finished with the report.***

**Please send this document when it is completed to** **innovationgrants@specialolympics.org**

***If you did NOT spend the full amount of your innovation grant, please continue to the next page.***

**Is the remaining amount of your innovation grant over or under $500? USD \***

 The surplus amount is over $500 USD  The surplus amount is under $500 USD

# Surplus Funding Under $499.00 USD

If your Program has a surplus of funding from a Youth Innovation Grant that is under $499 USD, there are two options:

Return the surplus funding to Special Olympics International Headquarters (please work with your Special Olympics Regional youth/schools staff member to make arrangements)

OR

Submit a project addendum for how your Program will spend the excess funding to further Unified Schools and /or youth engagement work within the next 6 month

**How will you allocate your remaining funding? \***

 Return the surplus funding to SOI

 Submit a surplus amount project addendum

**Amount of surplus funding (convert to USD) \***

**What is the reason your project had surplus funding? \***

# Return Surplus Funds to Special Olympics International Headquarters

Please work with your Special Olympics Regional youth/schools staff member to make arrangements

**Please note that your final report will not be considered complete until SOI has received the surplus funding**

**Surplus Project Addendum \***

Please give a **1-2 paragraph** overview of how the surplus funding would be used to support your Program with Unified Schools and/or Youth Engagement work within the next 6 months.

**Please include a budget breakdown, this should amount to the total surplus funding remaining.**

# Surplus Funding Over $500.00 USD

If your Program has a surplus of funding from a Youth Innovation Grant that is **USD**

**$500.00 or more**, there are two options:

Return the surplus funding to Special Olympics International Headquarters (please work with your Special Olympics Regional youth/schools staff member to make arrangements)

OR

Submit a proposal for how your Program will use the surplus funding to support another youth-led innovation project within the next 6 months

**How will you allocate your remaining funding? \***

 Return the surplus funding to SOI

 Submit a proposal for another innovation project

**Amount of surplus funding (convert to USD) \***

**What is the reason your project had surplus**

**Please send this document when it is completed to** **innovationgrants@specialolympics.org**

Return Surplus Funds to Special Olympics International Headquarters

Please work with your Special Olympics Regional youth/schools staff member to make arrangements

**Please note that your final report will not be considered complete until SOI has received the surplus funding**

Submit the Surplus Project Proposal

Complete the online surplus funding project proposal [**here**](https://app.smartsheet.com/b/form/4ca00c2c913f49e1a32d082107bdd5c2)

**Please note that your final report will not be considered complete until you have submitted the Surplus Funding Project Proposal**

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