**Japan Society Small Grants**

**Report Form**

We are pleased to have been able to support your event/project.

For our records (accounting and audit purposes), would you please complete the form below and return it to us.

# **Your Event/Project Summary**

|  |  |
| --- | --- |
| Name of the organization (or individual):       | REF  |
| Event/Project title:       |
| Brief summary (please comment on the results, response and the general and wider impact):       |
| Has the purpose (as described in the application) been achieved?: (yes/no with brief reasons)      |
| Date(s) from:       to:       | No. people attended:      |
| Name(s) of other supporting organizations and/or sponsors:       |

Please attach any relevant material (newspaper clippings, publicity material etc.) that you may have that would help us to understand the impact of the event/project.

Are you happy for us to post details/images of your project on our website?

Yes ❒ No ❒

Signed: Date:

**Please return this form to:**

**Small Grants** The Japan Society, 13/14 Cornwall Terrace, London NW1 4QP or email: grants@japansociety.org.uk