



**To edit and complete this form: On the top menu, Select “File,” then select “Make a Copy” to save as your own document.**

## Direct Support Fund Completion Form

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Contact Name:

Group Name (if applicable):

Project Title:

Start Date:

End Date:

Funded:

**1. How did you spend the Direct Support funds? Please include an itemized expense summary and attach receipts. For a copy of your original budget, please contact MWA.**

Expense	Budgeted Amount	Actual Amount
<b>Total</b>		

**2. Are there funds remaining? (Unused funds must be returned, however, you may contact MWA for approval to spend them on similar or related expenses.)**

**3. Describe the social change made possible by your project or initiative.**

Mailing/printed materials:

Youth and education:

Event:

Volunteer/organizer support:

Community science & research:

Other (please describe):

**4. Please estimate the number of people reached for each class of activities.**

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## Completion Form Submittal

Completion forms are submitted to Em Hough at the Mountain Watershed Association. Email is preferable, but mailed copies are accepted. Receipts are preferred to be submitted electronically via scans or photos.

Em Hough, Mountain Watershed Association

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Melcroft PA 15462

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*The Direct Support Fund is made possible by The Plastic Solutions Fund, The Heinz Endowments and The 11th Hour Project and is a project of the Mountain Watershed Association.*