



AMS Clubs Commission

GRANTS FINAL REPORT FORM

Please submit this form once you have used your grant. This form must be submitted within **30 days** after you have used the funds allocated to you through the grant. **Completed forms should be uploaded to the Clubs Helpdesk via Login >> Magic Link >> Requisition Forms and Services >> Club Finances (side bar) >> [Grant Report Submission](#)**

SECTION 1: GENERAL INFORMATION	
Name:	
Club Name:	
Club Email:	
Grant Amount	

SECTION 2: GRANT INFORMATION	
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1. How did this grant allow you to fulfill your event/activity?

2. How did your event/activity contribute to the student life and experience on campus and/or in the Kingston community?

SECTION 3: FUNDING INFORMATION	
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1. Please insert all receipts/proof of spending in the section below.