Royce and Jean Abbey

Vocational Scholarship

FINAL REPORT

* *This report is to be provided to the Scholarship Committee representative before the conclusion of the scholarship and before the Scholarship Recipient(s) returns home*
* *The report should be prepared jointly by the Scholarship Recipient and the Australian Host Rotary Club Mentor*
* *You are not required to duplicate information provided in the Interim Report, but it would assist if you could refer to relevant material*

**Instructions for completing this form:**

This form is protected. Information can only be entered in the shaded text boxes.

Click on a text box to enter information.

Press the return key to add another line in each text box.

Press the tab key to move to the next text box.

Save the form and changes to your computer.

# SCHOLARSHIP DETAILS

Scholarship Recipient:

Australian Contact/Mentor:

Report Prepared by:       or as above [ ]

Date of Report:

Host Rotary Club:

Home Rotary Club:

# FINAL REPORT AND OBJECTIVES

(Scholarship Recipient)

Please provide a summary report on activities, achievements and highlights. Or report attached [ ]

Activities, achievements and highlights:

What are the Scholarship objectives and have they been met?

How will my scholarship experience assist my community/organization?

# QUALIFICATIONS/CERTIFICATES OBTAINED

List Certificates/Qualifications gained during the Scholarship (if any) Or as attached: [ ]

# MEDIA COVERAGE: PHOTOGRAPHS, NEWSPAPER ARTICLES, FACEBOOK, INSTAGRAM

Include key high-quality images for use in publicity. Attach copies of newspaper articles; newsletters

# IMPROVEMENT OPPORTUNITIES

(To be prepared by the contact person)

The Scholarship Committee is striving to improve its processes. Please provide feedback on your experiences with the Scholarship Recipient and your comments on what could be improved.

Or attach comments: [ ]

# FINANCIAL REPORT AND ACQUITTAL

*To be prepared by the Treasurer or the representative of the Host Rotary Club*

Attach or provide:

A statement of all monies received and spent relating to the scholarship

A Budget vs. Actual comparison

Copies of all invoices and receipts evidencing expenditure

Copies of bank statements evidencing receipts and expenditure

***By signing and submitting this report, I confirm that, to the best of my knowledge and belief, the Scholarship Funds were spent only on eligible items of expenditure in accordance with the Guidelines of the scholarship and that all information contained in this report is true and accurate.***

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Treasurer or Club Representative)

Name:

Position: