**Nicholas H. Noyes, Jr., Memorial Foundation, Inc.**

**ROUTINE ANNUAL REPORT**

***In order to be considered to receive your 2020 Annual Gift, this completed report must be emailed between* January 13th - 17th *to both*** [***kmills@noyesfoundation.org***](mailto:kmills@noyesfoundation.org) ***and*** [***amanlove@noyesfoundation.org***](mailto:amanlove@noyesfoundation.org)

**Organization Name:**

**Address:**

**Phone Number:**

**Executive Director:**

**email:**

**Development Director:**

**email:**

**Dollar amount of 2019 Noyes gift:**

**How was this money spent?**

***(scholarships, operating, project, building, etc.)***

**Number of employees:**

**Number of people served in the past full year:**

**Endowment amount: (Most RECENT information) $**

**What was the percentage of last year’s draw from your endowment?\_\_\_\_\_\_**

**End of year cash reserve balance divided by current organization budget:**

**Cash reserve balance: $**

**Organizational budget: $**

**Percent of organization budget: \_\_\_\_%**

**Available line of credit: $**

**Balance due on credit line: $**

**Total amount of all outstanding debt: $**

**Top three salaries in the organization (including benefits)**

**$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Position:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Position:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Position:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Net assets in:**

**2017:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2018:\_\_\_\_\_\_\_\_\_\_\_\_2019:\_\_\_\_\_\_\_\_\_\_\_\_**

**Organization’s Top 5 Funders in the past year:**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Describe the organization’s financial health: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Describe any recent or anticipated changes in the organization (such as in leadership, programs offered, board make-up, etc.)\_\_\_\_\_\_\_\_\_\_\_**

**Based on past experience, will the organization do anything differently next year? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**What was the organization's greatest accomplishment in the past year (related to grant supported efforts or initiatives)? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**What is your biggest financial challenge? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**What is your biggest program challenge? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Submitted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position: \_\_\_\_\_\_\_\_\_\_\_**

**Please email completed forms to: kmills@noyesfoundation.org**  **and** [**amanlove@noyesfoundation.org**](mailto:amanlove@noyesfoundation.org)