



Community Foundation
for Kingston & Area

CFKA Story Telling

Hello CFKA Grantees!

We love hearing about how your projects are going. The Foundation likes to communicate the impact that the grants have had on your projects, and we want to share your success stories. As part of your final report, you are required to submit an image and an impact quote that best highlights your project. Why not share these earlier too so we can feature the amazing work that your organization is carrying forward in our community?

We share these impact stories and photos through our various communication channels to help build awareness about how our granting program supports the meaningful work of the charitable organization in our area. To keep it simple, fill out the text below and send it back to us with your photograph.

Organization Name:

Project Title:

Photo Caption / Photo Credit:

Quote / By Whom:

Website:

Facebook:

Instagram:

Twitter:

It's All In The Story!

The purpose behind the work that your organization is carrying forward is important to share, along with how it impacts those directly involved, and how the grant awarded from CFKA has helped achieve the project goals. The story you provide can include an event, a milestone, an individual success, or anything you feel is valuable to share. Keep it between 50-100 words.



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A Picture Says 1000 Words

When possible, provide an image that is from a digital camera or a high resolution format. Typically smart phone photos are not ideal for print, but if that is all you have we still want them. Close up photos that illustrate clearly what is happening work best, or clear group photos are good too. People, projects, faces and places all tell a great story.

Consent & Credit

In any photo provided please ensure that you provide names of any persons in photos so we can publish with permission and credit any person who has taken the photo. Please ensure we have permission to publish photos of anyone who appears.

Names of individuals in photo:

Credit of photo:

Please note: we have the right to edit any text that is sent to us so we can communicate text appropriate to the communication platforms. Text can be communicated on the Foundation's newsletters and/or text can be communicated on Twitter which has different communication guidelines.

Note: Final Report is due 30 days after completion of project & the template is available on our website under Publications