



Nursing Innovations Fund 2024 Cohort

Nursing Workforce and Healthy Work Environments

Final Report (Sample Template)

Final Reporting Instructions and Due Date

To submit your final narrative report, use this document as a template and answer the questions below. Submit your completed report in PDF format, along with any project deliverables, to NursingInnovations@aarp.org. Reports should be submitted no later than 8 p.m. ET on August 31, 2025. The preferred length for this report is no more than five pages.

[Grantee's] Project Goals

[Program office team will insert grantee's goals as stated in memorandum of understanding and email grantee a customized final report template before May 2025, along with a reminder.]

Final Report

1. State the number of RNs impacted by this program and explain how that number was calculated.
2. Complete the table below to show the comparison between pre- and post-project metrics. You can cut and paste additional tables as needed to provide outcomes for each unit/setting involved in your project.

Metric	Pre-assessment	Post-assessment	Change
Date Survey Closed			
HWEAT Aggregate Score			
HWEAT Skilled Communication Score			
HWEAT True Collaboration Score			
HWEAT Effective Decision-Making Score			
HWEAT Appropriate Staffing Score			
HWEAT Meaningful Recognition Score			
HWEAT Authentic Leadership Score			
RN Vacancy Rate			
RN Turnover Rate			

3. To what extent have you met the objectives set out in your proposal? Please share specific achievements or milestones that highlight your progress.
4. How do you plan to leverage the outcomes of your project in the future? What adjustments or additional support might be necessary to fully achieve your goals?
5. Please share one or two brief stories that illustrate the impact of this project on individuals or the community.
6. What significant challenges or unintended consequences did you encounter during the project? How did you address these issues, and what lessons did you learn from them?
7. In what ways has this project contributed to strengthening and diversifying your organization's nursing workforce?
8. How did collaboration with community partners enhance your ability to achieve systems change? Please provide specific examples.
9. Is there anything else you would like to share about the project's outcomes or your experience?

Final narrative report completed by:

Name:	
Organization:	
Title:	
Address:	
City, State, Zip:	
Email Address:	
Phone Number:	
Date Completed:	