EXHIBIT A

PROGRESS REPORT FORM

|  |  |
| --- | --- |
| DEP Agreement No.: |  |
| Grantee Name: |  |
| Grantee Address: |  |
| Grantee’s Grant Manager: |  | Telephone No.: |  |
| Grant Manager’s Email Address: |  |
| Reporting Period: |  |
| Project Title: |  |
|  |
| Provide a summary of project accomplishments for this reporting period by task. If tasks were not addressed during the reporting period, provide an explanation. |
|  |
| Provide the status of each deliverable. (e.g., Deliverable 1.1: 75% complete, Deliverable 1.2: 25% complete, Deliverable 2.1, work scheduled to begin after the completion of Deliverable 1.1, Deliverable 2.2, etc.) |
|  |
| Identify below, and attach copies of deliverables being submitted for this reporting period (e.g., Deliverable 1.1: copies of permits, Deliverable 1.2: before photographs, etc.) |
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| Provide an explanation for any anticipated delays or any problems encountered. |
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