**Watershed Restoration Grant Program &**

**Delta Water Quality and Ecosystem Restoration Grant Program [OR] Rivers and Streams Grants Program [OR] Southern Steelhead Grants Program [OR] Fish and Wildlife Improvement Grants Program**

QUARTERLY PROGRESS REPORT

INSERT PROJECT NAME

Date:   
Dates covered by this Report:

Agreement No.: Grant Term: *start date – end date*

Project Title:

Grantee:

Invoice Submitted this Quarter:  Yes  No

**Is projected Invoice for next Quarter more than $100,000:**  No  Yes

|  |
| --- |
| **$** |

If Yes, estimated Invoice Amount:

**FISCAL REPORT**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fund Source** | **Amount Awarded** | **Amount Invoiced as of <insert report date>** | **Total Amount Remaining** |
| **CDFW PROP 1 Grant Funds** |  |  |  |
| **Cost Share** |  |  |  |
|  |  |  |  |
| **Agreement Totals** |  |  |  |

**PROGRAM/TECHNICAL REPORT**

**Activities Performed from <start of quarter> to <end of quarter>:**

*Insert narrative or bulleted list of activities performed.*

**Deliverables**

*If the Estimated Completion Date is different from what is in the Agreement, explain why there has been a delay in the Problems/Delays and Proposed Resolutions section below. Use the following for Status:*

* *Not Started*
* *In Progress*
* *Delayed*
* *Complete*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Task** | **Description** | **Deliverables** | **Estimated Completion Dates** | **Status** | **% Complete** | **Date submitted to CDFW** |
| 1 | Project Management and Administration | Due within 30 days following each calendar quarter (March, June, September, December) following grant execution |  |  |  |  |
|  |  | Quarterly Invoices | Due within 30 days following each calendar quarter (March, June, September, December) after grant execution |  |  |  |
|  |  | Copies of Executed Subcontracts | Due with next Quarterly Progress Reports upon completion of Subcontracts |  |  |  |
|  |  | Copies of Permits | Dues with next Quarterly Progress Reports upon completion of Permits |  |  |  |
|  |  | Submit Project Data | **[insert date]** |  |  |  |
|  |  | Draft Final Report | **[insert date]** |  |  |  |
|  |  | Final Report | **[insert date]** |  |  |  |
|  |  | Project Close-out Summary Report | **[insert date]** |  |  |  |
|  |  | Final Invoice | **[insert date]** |  |  |  |
| 2 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**Problems/Delays and Proposed Resolution:**

*(Insert narrative here.)*

**Project Benefits and Results:**

*(Insert narrative here.)*

**Estimated Co-benefits achieved to date:***(Provide narrative description of any applicable Co-benefits achieved during the quarter, such as: water quality improvements; water storage; sediment flux; wildlife impacts; etc… here.)*

**Summarize Benefits to Disadvantaged Communities (if applicable)**

*(Provide narrative description of benefits to disadvantaged communities, if applicable)*

**List of Proposed Activities and Tasks for the Next Quarter:***(Insert narrative here, organized according to the tasks identified in the Agreement.)*