



Progress Report

Please complete and mail this report to:
PACGDC, P.O. Box 153, Emmetsburg, Iowa 50536

GRANT #: _____ REPORT PERIOD: 2010 Grant Cycle

PROJECT END DATE (as per grant agreement): _____

ORGANIZATION NAME: _____

PROJECT NAME: _____

PERSON COMPLETING REPORT: _____

PHONE: _____ FAX: _____ EMAIL: _____

IMPORTANT! Please read these instructions in their entirety before completing this report.

Project End Date is the date your grant agreement expires. **THIS IS AN IMPORTANT DATE!** Any monies that have not been drawn before the end date will be forfeited by the grantee. Any requests for contract extensions **MUST** be made at least two months **BEFORE** the project end date, or by December 1, 2011.

The activity report is a list of activities that have occurred as a result of the monies awarded to the group. We want to know: 1) What steps have been completed from your work plan? 2) What impact have those steps created? 3) What steps remain to complete the project? 4) What obstacles or barriers have you encountered?

THIS REPORT IS DUE: August 1, 2011

1. Steps taken toward project outcome in the last quarter:

2. Steps remaining for project completion:

3. Identify any obstacles or barriers that you have encountered. Has your time frame changed as a result of this? If so, please indicate when your project will be complete.