



Progress Report SCFC Urban & Community Forestry (U&CF) Grant Program

Check appropriate reporting cycle:

_____ 1st Quarter (10/1-12/31, due 1/30)

_____ 2nd Quarter (1/30-3/31, due 4/30)

_____ 3rd Quarter (4/1-6/30, due 7/30)

_____ 4th Quarter (7/1-9/30, due 10/30)

Final Report (Y/N) _____ (for Final Report, please see **Final Project Report Guidelines**)

Project Information:

Project/Grant #	
Project Title:	
Organization Name:	
Contact Person:	
Contact Phone #:	
Contact E-mail:	

Project Status:

Total Project expenditures to date:	
U&CF funds spent to date:	
Match to date:	
Number of Volunteer hours to date:	

Description of Work Accomplished:

- Include a narrative description of accomplishment to date. Discuss any problems/delays or obstacles being experienced
- Include brochures, maps, posters, PowerPoint presentations, Web site links, pictures of projects and all other materials purchased and/or designed to date with U&CF funds.
- As part of your final report we are requesting that you email a letter to your congressional representatives letting them know how the **USDA Forest Service U&CF** program has helped your community/organization. Please send SCFC a copy of the letter as well.

Signature – Authorized Representative

Date

Please send report, letters, and any other documentation by email to: **SCFC Urban & Community Forestry Grant Program fwaite@scfc.gov**