

**Semiannual Project and Final Project Reporting Template**

**Burden Statement for EPA Form Number: PFN 5900-720**

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**Instructions**

Per the grant agreement terms and conditions, this reporting template should be submitted 1) semi-annually throughout the project period of performance as described in the program guidance and 2) as a Final Report 120-days after the completion of the grant period. Please work with relevant parties (i.e., transportation contractor, port authority, etc.) to ensure information submitted is accurate. Information that is submitted in semi-annual reports should NOT be changed in future report submissions unless approved by the EPA. Please only update information for the specific period in which this report is being submitted.

The grant recipient only needs to fill out shaded cells highlighted **blue**. Cells highlighted **yellow** are simply for informative purposes and/or automated from other tabs in this spreadsheet. Additional fields may autopopulate with diagonal patterns (///), indicating that a response to those fields is not necessary based on prior responses entered. Please complete tabs in this workbook according to the instructions below.

Please keep the following in mind when working with the Reporting Template to avoid errors:

- When downloading and saving a copy of the file, save the Excel files as '.xlsx' files to ensure optimal performance and functionality.
- For best performance, do not delete any tabs from the workbook, as there are hidden tabs used for auto-populating select fields.
- Be cautious when copy/pasting information into the provided templates, as there may be formula and/or formatting that can be overwritten. When pasting, we recommend pasting only values into the workbook.
- In the event the workbook does not auto-populate as intended, information can be added to the yellow fields manually.
- Recipients may add additional rows to the template by right clicking on the row number and selecting insert (rather than just adding a few cells). Alternatively, recipients may add additional information below the tables in the template.

**If you have questions about applicability of a particular fields or tables, please reach out to your Project Officer and refer to your grant's Terms and Conditions.**

**Table 1: Tab Descriptions**

Excel Workbook Tab	Definition
<b>1. Instructions</b>	Basic instructions for all worksheets in this reporting workbook.
<b>2. Recipient &amp; Project Details</b>	Recipient and project details. All fields are required.
<b>3. Project Partners</b>	Partner organizations involved in the project, including all statutory partners and collaborating entities. All fields are required, if applicable.
<b>4. Subawardees</b>	Subawardees involved in the project. All fields are required, if applicable.
<b>5. Project Overview</b>	An overview of the sectors covered by the project. All fields are required, if applicable.
<b>6. Port Facility Locations</b>	Project locations that are port/port facilities. All fields are required.
<b>7. Additional Locations</b>	Any project locations that are <i>not</i> port/port facilities. All fields are required, if applicable.
<b>8. Amendments &amp; Other Revisions</b>	The Amendments & Other Revisions tab should be used to update any changes in planned project activities and/or funding amounts post-award. Please update this tab at least on an annual basis at the end of each year of project performance and at project closeout.
<b>9. Financial Summary</b>	Financial summary for the entire grant period of performance. Please only complete shaded cells highlighted <b>blue</b> that contain grantee and original project budget information. Other cells on this worksheet will automatically feed from information in tabs 10-12 (Year 1-Year 3). If a modification to the grant is approved, please update the financial tabs accordingly.
<b>10. Year 1</b>	Financial summary for the first year of the project period. For each semi-annual report, please complete all financial and narrative descriptive cells highlighted <b>blue</b> for each reporting period required. Other cells in this worksheet are informative or may be automated from subsequent tabs. Below the financial information, please complete the programmatic questions regarding the grant.

<p><b>11. Year 2</b></p>	<p>Financial summary for the second year of the project period if grant period of performance is longer than one year. For each semi-annual report, please complete all financial and narrative descriptive cells highlighted <b>blue</b> for each reporting period required. Other cells in this worksheet are informative or may be automated from subsequent tabs. Below the financial information, please complete the programmatic questions regarding the grant.</p>
<p><b>12. Year 3</b></p>	<p>Financial summary for the third year of the project period if grant period of performance is longer than two years. For each semi-annual report, please complete all financial and narrative descriptive cells highlighted <b>blue</b> for each reporting period required. Other cells in this worksheet are informative or may be automated from subsequent tabs. Below the financial information, please complete the programmatic questions regarding the grant.</p>
<p><b>13. Workplan Commitments</b></p>	<p>The tab should be completed based upon community engagement, project sustainability, and workforce development commitments defined in the proposed workplan. Please complete this tab during regular semi-annual reporting periods if the proposed workplan committed to any community engagement, project sustainability, and workforce development as referred to in the evaluation metrics defined in the Notice of Funding Opportunity. During each semi-annual reporting period of the project period of performance, please complete updates on these defined project commitments. The final report submission for the project should contain the end results of community engagement, project sustainability, and workforce development commitments completed during the project period.</p>
<p><b>14. Specific Planning Activity</b></p>	<p>This tab should detail the affected locations and costs associated with each planning activity funded through the Climate and Air Quality Plans Funding. This tab should be updated semi-annually and reflect the work completed with these funds during the project period at final submission.</p>
<p><b>15. Final Report</b></p>	<p>Final project details including actual programmatic results. Please only complete shaded cells highlighted <b>blue</b>.</p>
<p><b>16. Data Dictionary</b></p>	<p>Please refer to the dictionary on this tab for support in completing the reporting workbook.</p>

**U. S. Environmental Protection Agency**  
 Clean Ports Program | Climate and Air Quality Planning Competition  
**Recipient & Project Details**

**Instructions**

Please enter the requested information in the **blue** shaded cells. Refer to the definitions on Tab 16 (Data Dictionary) for additional guidance on each field in this tab. This tab includes multiple tables which may require scrolling to the right to access.

**Table 2a: Recipient & Project Details**

Recipient Organization Name	Recipient Address Information				Primary Contact	
	Street	City	State <i>(select from dropdown)</i>	Zip Code	Name	Title/Role
<i>Example: Organization Alpha</i>	<i>Example: Main Street</i>	<i>Example: Miami</i>	<i>Example: FL</i>	<i>Example: 33101</i>	<i>Example: Ali Raymond</i>	<i>Example: Director of A</i>

Contact Information					
Phone	Email	Recipient Type <i>(select from dropdown; See NOFO Section III.A for details)</i>	Affiliate Port Authority <i>(if applicable)</i>	SAM.gov Unique Entity ID (UEI)	EPA Grant Number
Example: 111-111-1234	Example: firstname.lastname@example.com	Example: Port Authority	Example: Port Authority	Example: #####	Example: #####

		Project Period		
Project Title	Project Start Date	Project End Date	Short Project Description Briefly describe your project in one to three sentences only, especially noting the expected outputs and outcomes.	
<i>Example: Clean Port Implementation Project</i>	<i>Example: 01/01/2025</i>	<i>Example: 12/30/2027</i>	<i>Example: This project will create an emission inventory, emissions r</i>	

<b>Total EPA Funding</b> <i>This value should be consistent with the amount included on the SF-424A in cell 5(e) under Section A - Budget Summary and SF-424 in Section 18.a.</i>	<b>Total Recipient Costs</b> <i>This value should be consistent with the amount included on the SF-424A in cell 5(f) under Section A - Budget Summary and SF-424 in Section 18.b-e.</i>	<b>Small Water Port Project?</b> <i>(See NOFO Section II.B for specifications) (select Yes/No from dropdown)</i>	<b>Dry Port Project?</b> <i>(See NOFO section I.B. for specifications) (select Yes/No from dropdown)</i>	<b>Does the recipient use LOGINK or any other prohibited logistics platform as described in NOFO Section III.D.?</b> <i>(select Yes/No from dropdown)</i>
Example: 3,000,000	Example: 25,000	Example: No	Example: No	Example: No











**Instructions**

Please enter the requested information in the **blue** shaded cells. Refer to the definitions on Tab 16 (Data Dictionary).

**Table 4a: Subawardees** (if applicable)

**Subawardee Organization Name      Subawardee Unique ID (e.g., SAM.gov UEI)      Brief Subawardee Project Description**

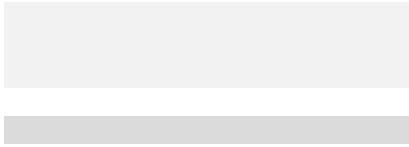
Example: Subawardee Alpha #NAME?	Example: SO1	Example: Emissions Inventory for Port X

**U. S. Environmental Protection Agency**  
Clean Ports Program  
*Subawardees (if applicable)*

) for additional guidance on each field in this tab. Users should only include subawardees. Project partners and co

<b>Table 4b. Year 1 Project Updates - Subaward Reporting Requirements   Please pr</b>		
<b>Subawardee Funding Amount</b>	<b>Summaries of results of reviews of financial and programmatic reports Year 1</b>	<b>Summaries of findings from site visits and/or desk reviews to ensure effective subrecipient performance Year 1</b>
Example: \$50,000		





**Table 4c. Year 2 Project Updates - Subaward Reporting Requirements** | Please provide subaward information on the project and an explanation

Summaries of results of reviews of financial and programmatic reports Year 2	Summaries of findings from site visits and/or desk reviews to ensure effective subrecipient performance Year 2	Environmental results the subrecipient achieved Year 2









**U. S. Environmental Protection Agency**  
Clean Ports Program | Climate and Air Quality Planning Competition  
**Project Overview**

**Instructions**

Please enter the requested information in the **blue** shaded cells. Refer to the definitions on Tab 16 (Data Dictionary) for additional guidance.

**Table 5a: Climate and Air Quality Planning Project Overview**

**Planning Activity Type**

If the project features other activities beyond the eight listed here, use the remaining cells in this column to describe these other activities

**Project includes this activity**  
(select from dropdown)

**Requested EPA Funds for this Activity**

Planning Activity Type	Project includes this activity	Requested EPA Funds for this Activity
Emissions Inventory and/or Accounting Practice		
Emissions Reduction Strategy Analysis		
Development of Emissions Reduction Target		
Plan for Reducing Future Port Emissions		
Port Resiliency Assessment		
Plan to Increase Resilience of Port		
Formal Stakeholder Engagement		
Workforce Planning Analysis		

**Total EPA Funding for Climate and Air Quality Planning Activities**  
This field will auto-populate after completing the Specific Planning Activity Tab

\$	-
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[Redacted area]

[Redacted area]

ce on each field in this tab.

**Is it the intent that this Activity will be fully funded by the EPA?**  
(select from dropdown)


**U. S. Environmental Protec**  
**Clean Ports Progr**  
**Port/Port Facility Loca**

**Instructions**

Please enter the requested information in the **blue** shaded cells; **yellow** fields will populate automatically based guidance on each field in this tab.

For purposes of the Clean Ports Program, a port is either a water port or a dry port, as defined below:

- ▶ **Water port:** places on land alongside navigable water (e.g., oceans, rivers, or lakes) with one or more facilities other commercial vessels. This includes facilities that support non-commercial Tribal fishing operations.
- ▶ **Dry port:** an intermodal truck-rail facility that is included in the 2024 Federal Highway Administration's (FHWA) criteria include having more than 50,000 20-foot equivalent units per year or 100 trucks per day, or comprising 1

**Table 6: Project Location(s)**

**Table 6a: Port/Port Facility Location(s)**

**Port/Port Facility Name**

If a port or port facility spans more than one county, please enter a new line for each unique county.

**Project Site ID**

**Port Authority Name (if applicable)**

<i>Example: Port of X</i>	<i>Example: Project ID</i>	<i>Example: Port Authority of Port X</i>
	Primary Place of Performance	
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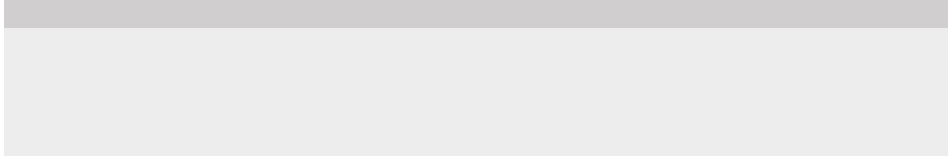


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*The sum of all the values in column H across both Table 6a on this sheet and Table 7a on the next sheet should equal 100%. Please check values.*

Description of Project Activity at Port/Port Facility	Share of Overall Project Activity at this Site <i>(For each project location, enter a value between 0-100% based on the percentage of the total grant activities taking place at that location.)</i>	County FIPS Code	EPA Region
<i>Example: Mobile Source Emissions Inventory</i>	<i>Example: 100%</i>	<i>Example: 12086</i>	<i>Example: EPA Region 4</i>



<b>Does this county contains a PM2.5 or Ozone Nonattainment Area?</b>	<b>Does this county contains a Severe or Extreme Ozone Nonattainment Area?</b>	<b>Does this county contains a PM2.5 or Ozone Maintenance Area?</b>	<b>Does this county contain an area with High Ambient Diesel PM Concentration?</b>
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<i>Example: No</i>	<i>Example: No</i>	<i>Example: No</i>	<i>Example: Yes</i>
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**U. S. Environmental Protection Agency**  
**Clean Ports Program**  
**Additional Project Locations**

**Instructions**

Please enter the requested information in the blue shaded cells; yellow fields will populate automatically based on inputs into blue cells.

**Table 7: Additional Project Locations**

**Table 7a: Additional Project Locations**

Use this table to identify additional project locations found outside of the ports and port facilities listed in Table 6a.

**Site Name**

If an Additional Site spans more than one county, please enter a new line for each unique county.

**Project Site ID**

**Port(s)/Port Facilities Served by Location**  
 (separate additional ports by semicolon)

**State**  
 (select from dropdown)

Example: Hialeah Fueling Depot    Example Additional Site A    Example: Port of Miami; Port Everglades    Example: FL

Site Name	Project Site ID	Port(s)/Port Facilities Served by Location	State
	Additional Site 1		
	Additional Site 2		
	Additional Site 3		
	Additional Site 4		
	Additional Site 5		
	Additional Site 6		
	Additional Site 7		
	Additional Site 8		
	Additional Site 9		
	Additional Site 10		
	Additional Site 11		
	Additional Site 12		
	Additional Site 13		
	Additional Site 14		
	Additional Site 15		
	Additional Site 16		
	Additional Site 17		
	Additional Site 18		
	Additional Site 19		
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	Additional Site 41		
	Additional Site 42		
	Additional Site 43		
	Additional Site 44		
	Additional Site 45		

	Additional Site 46		
	Additional Site 47		
	Additional Site 48		
	Additional Site 49		
	Additional Site 50		

Agency  
Name  
Location(s)

cells. Refer to the definitions on Tab 16 (Data Dictionary) for additional guidance on each field in this tab.

**County** (select from dropdown)      **City**      **Description of Project Activity at Site**

<i>Example: Miami-Dade County</i>	<i>Example: Miami</i>	<i>Example: EV Infrastructure Planning</i>
please provide state first		
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**Does this county contains a Severe or Extreme Ozone Nonattainment Area?**    **Does this county contains a PM2.5 or Ozone Maintenance Area?**    **Does this county contain an area with High Ambient Diesel PM Concentration?**

<i>Example: No</i>	<i>Example: No</i>	<i>Example: Yes</i>



**U. S. Environmental Protection Agency**  
 Clean Ports Program  
**Amendments & Other Revisions**

**Instructions**

Please use this tab to indicate any changes or revisions in planning activities and/or funding amounts post-award. Please enter in the requested information in the blue shaded cells; yellow fields row per amendment made; more rows may be added if needed. Fill out this tab at the end of each year of project performance. Refer to the definitions on Tab 16 (Data Dictionary) for additional

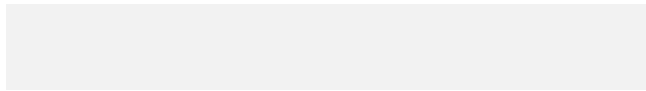
**Table 8a. Post-Award Amendment & Other Revisions Overview**

Year	Were there any changes to planning activities and/or funding amounts in each year of the project period of performance? If yes, please select Y or N and describe the change(s) in Table 8b.	Number of Amendments By Year	Change in Funding Amount by Year
Year 1	(Y or N)	0	\$ -
Year 2	(Y or N)	0	\$ -
Year 3	(Y or N)	0	\$ -

**Table 8b. Post-Award Amendment & Other Revisions Details**

Amendment Number	Changes to Specific Planning Activities			
	Update Year (select from dropdown)	Type of Award Modification (select from dropdown)	Original Planning Activity	Updated Planning Activity
Ex 1	Example Year 1 Update	Formal Amendment	Example: Equipment inventory for on-road, locomotive, and nonroad sectors at port	Example: Equipment inventory for on-road and nonroad sectors at port
1				
2				
3				
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13			
14			
15			



will populate automatically based on inputs into blue cells. Use one guidance on each field in this tab.

Corresponding EPA Funding Changes			Affected Project Areas	
Original Funding Request Amount	Updated Funding Request Amount	Change in Funding Amount	Port or Associated Site Name <i>(select from dropdown)</i>	Subawardee(s) Affected <i>(if applicable)</i>
Example: \$150,000	Example: \$115,000	Example: - \$35,000	Example: River Port of State X	Example: N/A
		\$0.00		
		\$0.00		
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		\$0.00		
		\$0.00		

**U. S. Environmental Protection Agency**  
 Clean Ports Program  
**Financial Summary - Project Lifetime**

**Table 9a. Summary Rate of Expenditure**

*Instructions: Record project budget funds only from approved final workplan in the blue cells below. All other numbers will update automatically after completion of subsequent tabs.*

<b>Financial Summary</b>	<b>Project Budget EPA Funds</b>	<b>Project Budget Recipient Cost Share</b>	<b>Project Budget Total Project Cost</b>	<b>Total Expenses to Date EPA Funds</b>	<b>Total Expenses to Date Recipient Cost Share</b>	<b>Total Expenses to Date Total Project Cost</b>	<b>Remaining Balance EPA Funds</b>
Personnel			\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits			\$ -	\$ -	\$ -	\$ -	\$ -
Travel			\$ -	\$ -	\$ -	\$ -	\$ -
Equipment			\$ -	\$ -	\$ -	\$ -	\$ -
Supplies			\$ -	\$ -	\$ -	\$ -	\$ -
Contractual			\$ -	\$ -	\$ -	\$ -	\$ -
Construction			\$ -	\$ -	\$ -	\$ -	\$ -
Other			\$ -	\$ -	\$ -	\$ -	\$ -
<b>Direct Cost Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Indirect Charges</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Table 9b. Annual Rate of Expenditure**

*No entry needed - all numbers will reflect automatically from subsequent tabs. Note: Years 2 and/or 3 may remain empty if the project ends before the 3 year performance period.*

<b>Financial Summary</b>	<b>Year 1 EPA Funds</b>	<b>Year 1 Recipient Cost Share</b>	<b>Year 1 Total Project Cost</b>	<b>Year 2 EPA Funds</b>	<b>Year 2 Recipient Cost Share</b>	<b>Year 2 Total Project Cost</b>	<b>Year 3 EPA Funds</b>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Direct Cost Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Indirect Charges</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



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Remaining Balance Recipient Cost Share	Remaining Balance Total Project Cost
\$ -	\$ -
\$ -	\$ -
\$ -	\$ -
\$ -	\$ -
\$ -	\$ -
\$ -	\$ -
\$ -	\$ -
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\$ -	\$ -
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\$ -	\$ -
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Year 3 Recipient Cost Share	Year 3 Total Project Cost
\$ -	\$ -
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\$ -	\$ -
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\$ -	\$ -
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\$ -	\$ -
\$ -	\$ -

**U. S. Env**

**Financial a**

**Table 10a. Y**

Record and update project expenses semi-annually, noting the cost at the line item level, following the example budget table i automatically based on inputs into blue cells. Previous fields should remain and edits should be made to the report being subn dropdown and populate corresponding new blue cells. Please do not add or remove rows. Funding totals in yellow cells will a This tab includes multiple tables which may require scrolling down to access.

Category of Expenses <i>(populate additional rows as needed, selecting the appropriate Category of Expenses)</i>	Line Item Description	Jan- Jun 2025 EPA Funds
Personnel		
Fringe Benefits		
Travel		
Equipment		
Supplies		
Contractual		
Construction		
Other		
Indirect Charges		

← Click + to access additional rows. Please do not insert or delete rows.

<b>Direct Cost Total</b>		\$ -
<b>Indirect Charge Total</b>		\$ -
<b>TOTAL</b>		\$ -

**Table 10b. Project Updates - Narr**  
**Record and update project up**

Please paste the planned activities, outputs, and outcomes from the submitted workplan information. Provide updates and if c use the dropdown to indicate if the activity is 1) Not yet started, 2) In progress, or 3) Completed.

Activities	Anticipated Outputs	Anticipated Outcomes

**Table 10c. Programmatic and Narrative Updates**  
**Record and update project updates below.**

Please provide programmatic and narrative updates on the project. As semi-annual reports are submitted, indicate updates or changes for each period. For each period, please indicate if there was a change from the previous period. If yes, please provide an explanation in the subsequent cell.

Question	Jan-Jun 2025 Update	Jul-Dec 2025 Update
1. Provide a comparison of actual accomplishments to the objectives established for the reporting period.		
2. If anticipated outputs/outcomes and/or timelines/milestones are not met, why not? Did you encounter any problems during the reporting period which may interfere with meeting project objectives?  What is your plan to address these problems to ensure that the outputs/outcomes will be met within the period of performance?		
3. Have there been any major personnel changes during this reporting period?		
4. Did any public relations events regarding this grant take place during the reporting period?		
5. Are you using websites or other tools used to relay information about this grant to the public?		
6. What project activities are planned for the next reporting period?		
7. Was any program income generated during the reporting period? Identify amount of program income, how it was generated, and how the program income was/will be used.		
8. Have any activities changed from those included in the final workplan?		
9. Do you have any other comments or feedback?		

**Environmental Protection Agency**

Clean Ports Program

**End Narrative Summary - Year 1**

**Year 1 Annual Rate of Expenditure**

included in the Notice of Funding Opportunity. Please enter in the requested information in the **blue** shaded cells below; **yellow** fields will populate omitted. To access additional rows in this table, click the box containing "+" on row 60; select the appropriate 'Category of Expense' from the dropdown menu which will automatically update to include added rows.

Jan- Jun 2025 Recipient Cost Share	Jan- Jun 2025 Total Project Cost	Jul-Dec 2025 EPA Funds	Jul-Dec 2025 Recipient Cost Share
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		

\$ -	\$ -	\$ -	\$ -
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**Additional Responses  
requested below.**

If any changes occurred, please provide that information accordingly. In the 'Progress to Date' columns, please

Progress to Date: Jan-Jun 2025 (select from dropdown)	Progress to Date: Jul-Dec 2025 (select from dropdown)	Progress Notes Describe

**Jul-Dec 2025**  
Total Project Cost

\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-

\$	-
\$	-
\$	-

**U. S. Environmen**  
Clean Pc  
**Financial and Narr**

**Table 11a. Year 2 An**

Record and update project expenses semi-annually, noting the cost at the line item level, following the example budget table. Yellow fields will populate automatically based on inputs into blue cells. Previous fields should remain and edits should be made in appropriate 'Category of Expense' from the dropdown and populate corresponding new blue cells. Please do not add or remove rows. This tab includes multiple tables which may require scrolling down to access.

<b>Category of Expenses</b>	<b>Line Item Description</b> <i>(add new rows as needed, selecting the Category of Expenses as appropriate)</i>	<b>Jan- Jun 2026</b> <b>EPA Funds</b>
Personnel		
Fringe Benefits		
Travel		
Equipment		
Supplies		
Contractual		
Construction		
Other		
Indirect Charges		

← Click + to access additional rows. Please do not insert or delete rows.

<b>Direct Cost Total</b>		\$ -
<b>Indirect Charge Total</b>		\$ -
<b>TOTAL</b>		\$ -

**Table 11b. Project Updates - Narrat**  
**Record and update project upd**

Please paste the planned activities, outputs, and outcomes from the submitted workplan information. Provide updates and in the first two columns, please use the dropdown to indicate if the activity is 1) Not yet started, 2) In progress, or 3) Completed.

<b>Activities</b>	<b>Anticipated Outputs</b>	<b>Anticipated Outcomes</b>

**Table 11c. Programmatic and Narrative Updates**  
**Record and update project updates below.**

Please provide programmatic and narrative updates on the project. As semi-annual reports are submitted, indicate updates or changes for each period. For each period, please indicate if there was a change from the previous period. If yes, please provide an explanation in the subsequent cell.

Question	Jan-Jun 2026 Update	Jul-Dec 2026 Update
1. Provide a comparison of actual accomplishments to the objectives established for the reporting period.		
2. If anticipated outputs/outcomes and/or timelines/milestones are not met, why not? Did you encounter any problems during the reporting period which may interfere with meeting project objectives?  What is your plan to address these problems to ensure that the outputs/outcomes will be met within the period of performance?		
3. Have there been any major personnel changes during this reporting period?		
4. Did any public relations events regarding this grant take place during the reporting period?		
5. Are you using websites or other tools used to relay information about this grant to the public?		
6. What project activities are planned for the next reporting period?		
7. Was any program income generated during the reporting period? Identify amount of program income, how it was generated, and how the program income was/will be used.		
8. Have any activities changed from those included in the final workplan?		
9. Do you have any other comments or feedback?		

**tal Protection Agency**  
 orths Program  
**ative Summary - Year 2**

**Annual Rate of Expenditure**

is included in the Notice of Funding Opportunity. Please enter in the requested information in the **blue** shaded cells below; made to the report being submitted. To access additional rows in this table, click the box containing "+" on row 60; select the above rows. Funding totals in **yellow** cells will automatically update to include added rows.

Jan- Jun 2026 Recipient Cost Share	Jan- Jun 2026 Total Project Cost	Jul-Dec 2026 EPA Funds	Jul-Dec 2026 Recipient Cost Share
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		

\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -

**ative Responses**  
 rtes below.

If any changes occurred, please provide that information accordingly. In the 'Progress to Date'

Progress to Date: Jan-Jun 2026 (select from dropdown)	Progress to Date: Jul-Dec 2026 (select from dropdown)	Progress Notes Describe



**Jul-Dec 2026**  
Total Project Cost

\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-

\$	-
\$	-
\$	-



**Record and update project updates below.**

Please provide programmatic and narrative updates on the project. As semi-annual reports are submitted, indicate updates or changes for each period. For each period, please indicate if there was a change from the previous period. If yes, please provide an explanation in the subsequent cell.

Question	Jan-Jun 2027 Update	Jul-Dec 2027 Update
1. Provide a comparison of actual accomplishments to the objectives established for the reporting period.		
2. If anticipated outputs/outcomes and/or timelines/milestones are not met, why not? Did you encounter any problems during the reporting period which may interfere with meeting project objectives?  What is your plan to address these problems to ensure that the outputs/outcomes will be met within the period of performance?		
3. Have there been any major personnel changes during this reporting period?		
4. Did any public relations events regarding this grant take place during the reporting period?		
5. Are you using websites or other tools used to relay information about this grant to the public?		
6. What project activities are planned for the next reporting period?		
7. Was any program income generated during the reporting period? Identify amount of program income, how it was generated, and how the program income was/will be used.		
8. Have any activities changed from those included in the final workplan?		
9. Do you have any other comments or feedback?		

**tal Protection Agency**  
 orts Program  
**ative Summary - Year 3**

**Annual Rate of Expenditure**  
 e included in the Notice of Funding Opportunity. Please enter in the requested information in the *blue* shaded cells below;  
 ade to the report being submitted. To access additional rows in this table, click the box containing "+" on row 60; select the  
 ove rows. Funding totals in *yellow* cells will automatically update to include added rows.

Jan- Jun 2027 Recipient Cost Share	Jan- Jun 2027 Total Project Cost	Jul-Dec 2027 EPA Funds	Jul-Dec 2027 Recipient Cost Share
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		

\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -

**ive Responses**  
**rtes below.**

*f any changes occurred, please provide that information accordingly. In the 'Progress to Date'*

Progress to Date: Jan-Jun 2027 <i>(select from dropdown)</i>	Progress to Date: Jul-Dec 2027 <i>(select from dropdown)</i>	Progress Notes <i>Describe</i>

**Jul-Dec 2027  
Total Project Cost**

\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-

\$	-
\$	-
\$	-

**U. S. Environmental Protection Agency**  
 Clean Ports Program  
**Workplan Commitments**

**Instructions**

Please complete this tab to report on commitments related to community engagement, project sustainability, and workforce development, as defined in the Notice of Funding Opportunity. Only cells shaded in blue need to be filled out. At the end of each of the sections below, there are cells to provide additional narrative responses, as appropriate. Please ensure all questions are answered; provide both **quantitative** and **qualitative** details. This tab includes multiple tables which may require scrolling down to access.

<b>Table 13a. Project Community Engagement</b>			
<b>Number</b>	<b>Question</b>	<b>Answer 1</b>	<b>Answer 2</b>
1a.	Did the workplan demonstrate that input was sought prior to application, and the proposed project is responsive to comments and concerns of near-port communities?	(Y or N)	
1b.	If you selected 'Yes' for 1a, describe the engagement with near-port communities prior to application (who, how, and what was the focus), input received, and how the project is responsive to community concerns.		
2a.	Engaging communities about the project during the project period is a required term and condition of the award. Describe the plan to meaningfully engage with near-port communities during the project (e.g., who, how, and what is the focus), including any specific activities referenced in the workplan.		
2b.	During which project reporting period(s) did this engagement occur?		
2c.	What were the outcomes of the engagement?		
3a.	Did the workplan demonstrate that the recipient or project partner(s) have an established long-term policy or process for meaningful community engagement to both receive input on port operations and projects that impact air quality and to address community concerns?	(Y or N)	
3b.	If not, was there a commitment in the workplan to establish a long-term policy or process before the end of the project period?	(Y or N)	
3c.	If yes to either 3a or 3b above, describe the policy or process and steps planned to implement the policy or process by the end of the project period.		
3d.	To date, has the recipient and/or project partner(s) completed this commitment?	Select Status	Select Reporting Period Completed

4a.	Please provide any additional details and relevant status updates related to project community engagement. Please use the drop downs under 'Select Year' to indicate which year the update was completed. Note: Do not delete data from prior reports. If providing updates for multiple reporting periods in one year, please indicate all updates in the same cell.	Select Year	
4b.	Please provide any additional details and relevant status updates related to project community engagement. Please use the drop downs under 'Select Year' to indicate which year the update was completed. Note: Do not delete data from prior reports. If providing updates for multiple reporting periods in one year, please indicate all updates in the same cell.	Select Year	
4c.	Please provide any additional details and relevant status updates related to project community engagement. Please use the drop downs under 'Select Year' to indicate which year the update was completed. Note: Do not delete data from prior reports. If providing updates for multiple reporting periods in one year, please indicate all updates in the same cell.	Select Year	

**Table 13b. Project Sustainability**

Number	Question	Answer 1	Answer 2
1a.	Did the workplan demonstrate a commitment to ensure that emissions reduction planning is a standard practice at the port(s)?		
1d.	If yes, please describe this commitment.		
2a.	Did the workplan demonstrate a commitment to implement results of the planning activities after EPA funding for this project has ended?		
2d.	If yes, please describe this commitment.		
3a.	Please provide any additional details and relevant status updates related to project sustainability. Please use the drop downs under 'Select Year' to indicate which year the update was completed. Note: Do not delete data from prior reports. If providing updates for multiple reporting periods in one year, please indicate all updates in the same cell.	Select Year	

3b.	Please provide any additional details and relevant status updates related to project sustainability. Please use the drop downs under 'Select Year' to indicate which year the update was completed. Note: Do not delete data from prior reports. If providing updates for multiple reporting periods in one year, please indicate all updates in the same cell.	Select Year	
3c.	Please provide any additional details and relevant status updates related to project sustainability. Please use the drop downs under 'Select Year' to indicate which year the update was completed. Note: Do not delete data from prior reports. If providing updates for multiple reporting periods in one year, please indicate all updates in the same cell.	Select Year	

**Table 13c. Workforce Development**



**Instructions**

Complete the following table to provide details on the affected locations and costs associated with each planning activity funded through the CII interval and reflect the work completed with these funds during the project period at final submission. Please enter in the requested information about each field, please see the data dictionary (Tab 16).

**Table 14: Specific Planning Activities**

<b>Planning Activity ID</b> <i>(user is encouraged to modify values in this column. This is used to identify activities when completing other tabs)</i>	<b>Type of Planning Activity</b> <i>(select from dropdown)</i>	<b>If Other Planning Activity not listed, describe</b>	<b>Primary Port Affected by Planning Activity</b> <i>(select from dropdown)</i>
<i>Example Planning Activity</i>	<i>Example: Emissions Inventory and/or Accounting Practice</i>		<i>Example: Port of Miami</i>
Planning Activity 1			
Planning Activity 2			
Planning Activity 3			
Planning Activity 4			
Planning Activity 5			
Planning Activity 6			
Planning Activity 7			
Planning Activity 8			
Planning Activity 9			
Planning Activity 10			
Planning Activity 11			
Planning Activity 12			
Planning Activity 13			
Planning Activity 14			
Planning Activity 15			

Planning Activity 16		
Planning Activity 17		
Planning Activity 18		
Planning Activity 19		
Planning Activity 20		

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Agency Planning Competition
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mate and Air Quality Planning Competition. This tab should be updated biannually at each regularly reporting in the **blue** shaded cells; **yellow** fields will populate automatically based on inputs into blue cells. For more details

<b>If Primary location of activity is not at a port, provide the Name of the Additional Project Location (select from dropdown)</b>	<b>Project Site ID</b>	<b>State</b>	<b>County</b>
	Primary Place of Performance	FL	Miami-Dade County

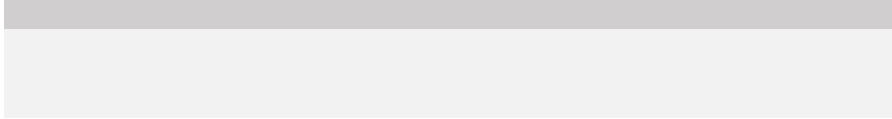

<b>For each row, the sum of values in columns J, Q, and S should equal 100%. Please check values.</b>		
<b>City</b>	<b>Percentage of Planning Activity Affecting Site</b> <i>(Enter a value between 0-100% based on the percentage of the planning activity listed in each row taking place at the primary project location.)</i>	<b>Secondary Port Affected by Planning Activity</b> <i>(select from dropdown, if applicable).</i>
Miami	50%	


If Secondary location of activity is not at a port, provide the Name of the Additional Project Location <i>(select from dropdown)</i>	Project Site ID Secondary location	State Secondary location	County Secondary location
<i>Hialeah Fueling Depot</i>	<i>Additional Site 1</i>	<i>FL</i>	<i>Miami-Dade County</i>




<p style="color: red; font-weight: bold;">For each row, the sum of values in columns J, Q, and S should equal 100%. Please check values.</p>		
City Secondary location	Percentage of Planning Activity Affecting Site Secondary location <i>(Enter a value between 0-100% based on the percentage of the planning activity listed in each row taking place at the secondary project location.)</i>	Additional Counties where Planning Takes Place <i>(Include county and state, and use a semicolon for multiple counties, if needed)</i>
Miami	45%	Broward County, FL; Monroe County, FL

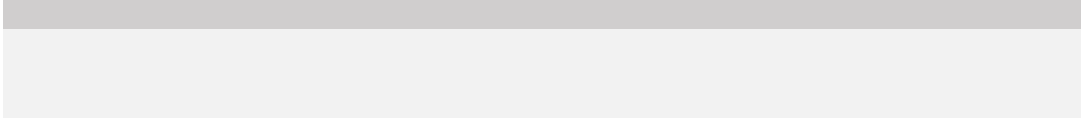

For each row, the sum of values in columns J, Q, and S should equal 100%. Please check values.	
<b>% of Planning Affecting Additional Counties</b> (Format response as [number]% in [county, state abbreviation], and use a semicolon if listing multiple counties)	<b>Outcome of Planning Activity</b>
4% in Broward County; 1% in Monroe County	

**Publicly Available Documentation of Outcome**  
(e.g., link to published emissions inventory)

**Total Cost of Planning Activity**

	\$ 125,000.00

**Total EPA Funds Expended for Planning Activity**

**If third party contractors provided support for this planning activity, provide names and roles.**

\$ 100,000.00	




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**Final Report: Financial and Narrative Summary**

Table 15a. Project Updates - Narrative Responses

Record final project information.

Please paste the planned activities, outputs, and outcomes from the last interannual report (table 12b). Please indicate the final results below.  
This tab includes multiple tables which may require scrolling down to access.

Activities	Anticipated Outputs	Anticipated Outcomes

← Click + to access additional rows to the table above. Please do not insert or delete rows.

**U. S. Environmental Protection Agency**  
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**Table 15b. Project Updates - Programmatic and Narrative Financial Results of Project**

*Please provide programmatic and narrative financial results on the project.*

Question	Answer
1. Provide a narrative description of the project.	
2. Explain the reason for any differences in proposed versus actual outputs/outcomes identified in the table above.	
<p>3. Provide a narrative discussion of the actual project results (outputs and outcomes) and how the results are quantified. These may include, but are not limited to:</p> <p><i>Example outputs:</i></p> <ul style="list-style-type: none"> <li>- Completed or updated port emissions inventory;</li> <li>- Plan for reducing future port emissions;</li> <li>- Plan to increase resilience of port;</li> <li>- Number of local residents and community-based organizations participating;</li> <li>- Other</li> </ul> <p><i>Example outcomes:</i></p> <ul style="list-style-type: none"> <li>- Increased understanding of current port emissions;</li> <li>- Increased capacity to make strategic long-term investments to reduce port emissions;</li> <li>- Increased capacity to improve resilience to current and future extreme weather impacts;</li> <li>- Increased stakeholder participation in port planning and decision-making;</li> <li>- Other</li> </ul>	
<p>4. Provide information on subrecipients and vendors participating in support of this project:</p> <ul style="list-style-type: none"> <li>- Sub-recipient information (name, award amount, project description);</li> <li>- Vendor information (name, payment amount, good/services provided)</li> </ul>	

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5. Provide a narrative discussion of the successes and lessons learned for the entire project.	
6. If any cost-share funds are reported, identify the source of the funds.	
7. Was any program income generated during the project period? Identify amount of program income, how it was generated, and how the program income was used.	
8. Did you include at least one photo for planning activity types, if applicable? If yes, please indicate if you approve of permission for EPA's future use of the photo(s) in future internal and external documents including, but not limited to Reports to Congress and case studies highlighting Clean Ports Program success stories.	
9. Do you have any other comments or feedback?	

<b>Table 15c. Project Updates - Subaward Reporting Requirements (if applicable)</b>	
<i>Please provide subaward information on the project and an explanation in each cell below.</i>	
<b>Question</b>	<b>Answer</b>
Did this project feature subawards? If yes, please provide the information requested below.	(Y or N)
Summaries of results of reviews of financial and programmatic reports	
Summaries of findings from site visits and/or desk reviews to ensure effective subrecipient performance	

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Environmental results the subrecipient achieved	
Summaries of audit findings and related pass-through entity management decisions	
Actions the pass-through entity has taken to correct deficiencies such as those specified at 2 CFR 200.332, 2 CFR 200.208 and the 2 CFR 200.339 Remedies for Noncompliance	

Actual Outputs	Actual Outcomes

**U. S. Environmental Protection Agency**  
 Clean Ports Program | Climate and Air Quality Planning Project Reporting Template Data Dictionary

**Tab 2. Recipient & Project Details**

**Table 2a: Recipient & Project Details**

Recipient Organization Name	Enter Name of Recipient Organization
Recipient Address - Street	Provide the street name and number of mailing address of Recipient Organization
Recipient Address - City	Provide the city of mailing address of Recipient Organization
Recipient Address - State (select from dropdown)	Provide the state of mailing address of Recipient Organization
Recipient Address - Zip Code	Provide the Zip Code of mailing address of Recipient Organization
Primary Contact Information - Name	Provide the name of the Primary Contact for this award
Primary Contact Information - Title/Role	Provide the title or role of the Primary Contact for this award
Primary Contact Information - Phone	Provide the phone number of the Primary Contact for this award
Primary Contact Information - email	Provide the email address of the Primary Contact for this award
Recipient Type (See NOFO Section III.A for details)	Select from dropdown which of the following options best describes the Recipient: Port Authority; State Agency with jurisdiction over a port authority or port; Tribal agency with jurisdiction over a port authority or a port; Regional Agency with jurisdiction over a port authority or port; Local Agency with jurisdiction over a port authority or port; Air Pollution Control Agency; Eligible Private Entity
Affiliate Port Authority (if applicable)	For Recipients that are not Port Authorities or which have affiliated port authorities, provide the name(s) of the port authorities
SAM.gov Unique Entity ID (UEI)	Enter the SAM.gov Unique Entity Identification Number for the Recipient
EPA Grant ID Number	Enter the EPA grant ID number for this award
Small Water Port Project? (See NOFO Section II.B for specifications)	Select Yes or No from dropdown
Dry Port Project? (See NOFO Section I.B. for specifications)	Select Yes or No from dropdown
Does the Recipient use LOGINK or any other prohibited logistics platform as described in NOFO Section III.D.?	Select Yes or No from dropdown
Project Title	One descriptive sentence only
Project Period-Project start date	Enter the project period start date (mm/dd/yyyy)
Project Period-Project end date	Enter the project period end date (mm/dd/yyyy)
Short Project Description Briefly describe your project in one to three sentences only, especially noting the expected outputs and outcomes.	Briefly describe your project in one to three sentences only, especially noting the expected outputs and outcomes.
Total EPA Funding	This value should be consistent with the amount included on the SF-424A in cell 5(e) under Section A - Budget Summary and SF-424 in Section 18.a.
Total Recipient Costs	This value should be consistent with the amount included on the SF-424A in cell 5(f) under Section A - Budget Summary and SF-424 in Section 18.b-e.

**Tab 3. Project Partners**

**Table 3a: Project Partners**

Project Partner Organization Name	Provide the name(s) of the organizations working in partnership with the recipient on this project
Primary Contact Information for Project Partner(s): Name	Provide the name(s) of the primary contact at this partner organization
Primary Contact Information for Project Partner(s): Title/Role	Provide the title or role of the primary contact at this partner organization
Primary Contact Information for Project Partner(s): Email	Provide the email address of the primary contact at this partner organization
Primary Contact Information for Project Partner(s): Phone	Provide the phone number of the primary contact at this partner organization
Type of Organization	Select from dropdown which of the following options best describes the partner organization(s): Port Authority; State Agency with jurisdiction over a port authority or port; Tribal agency with jurisdiction over a port authority or a port; Regional Agency with jurisdiction over a port authority or port; Local Agency with jurisdiction over a port authority or port; Air Pollution Control Agency; Eligible Private Entity; Other
Type of Organization If Other selected for Type of Organization, describe	Enter in a brief description of the type of organization
Nature of Partnership with Recipient (select from dropdown)	Select from dropdown: Statutory Partner or Collaborating Entity (non-statutory)
Role in Project Describe	Enter in a brief description of the role this project partner is expected to have
In this partner a subawardee? (select Yes/No from dropdown)	Select from dropdown to indicate whether the partner organization is a subawardee.

**Tab 4. Subawardees**

**Table 4a: Subawardees (if applicable)**

Subawardee Organization Name	Provide the name(s) of the organizations receiving subawards as part of this project
Subawardee Unique ID (if none, number subawardees)	Enter a unique ID or number for each subawardee
Brief Subawardee Project Description	Briefly describe the subawardee's project in one to three sentences only, especially noting the expected outputs and outcomes.
Subawardee Funding Amount	Enter funding amount to subawardee

**Table 4b, 4c, 4d: Project Updates - Subawardee Reporting Requirements**

Summaries of results of reviews of financial and programmatic reports	See supporting program documentation for more details
Summaries of findings from site visits and/or desk reviews to ensure effective subrecipient performance	See supporting program documentation for more details
Environmental results the subrecipient achieved	See supporting program documentation for more details
Summaries of audit findings and related pass-through entity management decisions	See supporting program documentation for more details
Actions the pass-through entity has taken to correct deficiencies such as those specified at 2 CFR 200.332, 2 CFR 200.208 and the 2 CFR 200.339 Remedies for Noncompliance	See supporting program documentation for more details

**Tab 5. Project Overview**

**Table 5a. Climate and Air Quality Planning Project Overview**

Planning Activity Type If the project features other activities beyond the eight listed here, use the remaining cells in this column to describe these other activities	Enter additional activities here
Project includes this activity (select from dropdown)	For each of the listed Planning Activity Types in column A, select whether this project features that activity using the dropdown menu provided
Requested EPA Funds for this Activity	For each of the planned Activities selected in the previous column, enter the requested funds to support this specific activity
Is it the intent that this Activity will be fully funded by the EPA? (select from dropdown)	For each of the planned Activities selected in the first column, use the dropdown menu to select whether or not it is the intent for this activity to be fully funded by the Clean Ports Program Climate and Air Quality Planning Competition. Options include: "Yes", "No", and "Unsure at this Time"

**Tab 6. Port Facility Locations**

**Table 6a: Project Location(s)**

<b>Port/Port Facility Name</b> If a port or port facility spans more than one county, please enter a new line for each unique county.	If a port or port facility spans more than one county, please enter a new line for each unique county.
<b>Project Site ID</b>	Prepopulated; used for looking up tables in other tables
<b>Port Authority Name (if applicable)</b>	Enter in the Port Authority Name associated with this Port or Port Facility, if applicable.
<b>State</b> (select from dropdown)	Select the state abbreviation from the dropdown list provided
<b>County</b> (select from dropdown)	Select the county name from the dropdown list provided; note the dropdown menu will only work if the state field for that row is completed
<b>City</b>	Enter in the name of the city in which the Port/Port Facility is located
<b>Description of Project Activity at Port/Port Facility</b>	Provide a brief comment about which project activity or activities are expected to be completed at this site
<b>Share of Overall Project Activity at this Site</b> (For each project location, enter a value between 0-100% based on the percentage of the total grant activities taking place at that location.)	For each project location, enter a value between 0-100% based on the percentage of the total grant activities taking place at that location. The sum of all the values in column H across both Table 6a on this sheet and Table 7a on the next sheet should equal 100%.
<b>County FIPS Code</b>	Autopopulates
<b>EPA Region</b>	Autopopulates
<b>Does this county contain a PM2.5 or Ozone Nonattainment Area?</b>	Autopopulates
<b>Does this county contain a Severe or Extreme Ozone Nonattainment Area?</b>	Autopopulates
<b>Does this county contain a PM2.5 or Ozone Maintenance Area?</b>	Autopopulates
<b>Does this county contain an area with High Ambient Diesel PM Concentration?</b>	Autopopulates

**Tab 7. Additional Locations**

**Table 7a: Additional Project Locations**

<b>Site Name</b> If an Additional Site spans more than one county, please enter a new line for each unique county.	If an Additional Site spans more than one county, please enter a new line for each unique county.
<b>Project Site ID</b>	Prepopulated; used for looking up tables in other tables
<b>Port(s)/Port Facilities Served by Location</b> (separate additional ports by semicolon)	Separate additional ports by semicolon
<b>State</b> (select from dropdown)	Select the state abbreviation from the dropdown list provided
<b>County</b> (select from dropdown)	Select the county name from the dropdown list provided; note the dropdown menu will only work if the state field for that row is completed
<b>City</b>	Enter in the name of the city in which the Additional Project Location is located
<b>Description of Project Activity at Site</b>	Provide a brief comment about which project activity or activities are expected to be completed at this site
<b>Estimate of the Share of Overall Project Activity at this site</b> (For each project location, enter a value between 0-100% based on the percentage of the total grant activities taking place at that location.)	For each project location, enter a value between 0-100% based on the percentage of the total grant activities taking place at that location. The sum of all the values in column H across both Table 6a on the previous sheet and Table 7a on this sheet should equal 100%.
<b>County FIPS Code</b>	Autopopulates
<b>EPA Region</b>	Autopopulates
<b>Does this county contain a PM2.5 or Ozone Nonattainment Area?</b>	Autopopulates
<b>Does this county contain a Severe or Extreme Ozone Nonattainment Area?</b>	Autopopulates
<b>Does this county contain a PM2.5 or Ozone Maintenance Area?</b>	Autopopulates
<b>Does this county contain an area with High Ambient Diesel PM Concentration?</b>	Autopopulates

**Tab 8. Amendments & Other Revisions**

**Table 8a. Post-Award Amendment & Other Revisions Overview**

<b>Were there any changes to planning activities and/or funding amounts in each year of the project period of performance? If yes, please select Y or N and describe the change(s) in Table 4b.</b>	Select yes if, in each year of the project period of performance, there were any changes to planning activities, vehicles or equipment numbers, numbers of infrastructure items, and/or funding amounts.
<b>Number of Amendments By Year</b>	Autopopulates
<b>Change in Funding Amount by Year</b>	Autopopulates

**Table 8b. Post-Award Amendment & Other Revisions Details**

<b>Update Year</b> (select from dropdown)	Select the update year for the post-award amendment
<b>Original Climate and Air Quality Planning Activity</b>	Describe the original climate and air quality planning activity
<b>Updated Climate and Air Quality Planning Activity</b>	Describe the updated climate and air quality planning activity
<b>Original Funding Request Amount</b>	Enter the funding request amount for the original activity
<b>Updated Funding Request Amount</b>	Enter the funding request amount for the updated activity
<b>Change in Funding Amount</b>	Autopopulates
<b>Port or Associated Site Name</b> (select from dropdown)	Select the corresponding port or associated site. Selection list auto-populates from sheet 6a. Port Facility Locations
<b>Subawardee(s) Affected</b> (if applicable)	Enter the affected subawardee details, if applicable

**Tab 9. Financial Summary**

**Table 9a. Summary Rate of Expenditure**

<b>Project Budget EPA Funds</b>	This value should be consistent with the amount included on the SF-424A in cell 5(e) under Section A - Budget Summary and SF-424 in Section 18.a.
<b>Project Budget Recipient Cost Share</b>	This value should be consistent with the amount included on the SF-424A in cell 5(f) under Section A - Budget Summary and SF-424 in Section 18.b-e.
<b>Project Budget Total Project Cost</b>	Autopopulates
<b>Total Expenses to Date EPA Funds</b>	Autopopulates
<b>Total Expenses to Date Recipient Cost Share</b>	Autopopulates
<b>Total Expenses to Date Total Project Cost</b>	Autopopulates
<b>Remaining Balance EPA Funds</b>	Autopopulates
<b>Remaining Balance Recipient Cost Share</b>	Autopopulates
<b>Remaining Balance Total Project Cost</b>	Autopopulates

**Table 9b. Annual Rate of Expenditure**

<b>Year 1 EPA Funds</b>	Autopopulates from completion of respective Year reporting tab
<b>Year 1 Recipient Cost Share</b>	Autopopulates from completion of respective Year reporting tab
<b>Year 1 Total Project Cost</b>	Autopopulates from completion of respective Year reporting tab

Year 2 EPA Funds	Autopopulates from completion of respective Year reporting tab
Year 2 Recipient Cost Share	Autopopulates from completion of respective Year reporting tab
Year 2 Total Project Cost	Autopopulates from completion of respective Year reporting tab
Year 3 EPA Funds	Autopopulates from completion of respective Year reporting tab
Year 3 Recipient Cost Share	Autopopulates from completion of respective Year reporting tab
Year 3 Total Project Cost	Autopopulates from completion of respective Year reporting tab

**Tab 10. Year 1**

**Table 10a. Year 1 Annual Rate of Expenditure**

Line Item Description	Add a plain language description of the expense category
Jan-Jun 2025 EPA Funds	Record project expenses during the given time period; EPA Funds
Jan-Jun 2025 Recipient Cost Share	Record project expenses during the given time period; Recipient Cost Share
Jan-Jun 2025 Total Project Cost	Autopopulates
Jul-Dec 2025 EPA Funds	Record project expenses during the given time period; EPA Funds
Jul-Dec 2025 Recipient Cost Share	Record project expenses during the given time period; Recipient Cost Share
Jul-Dec 2025 Total Project Cost	Autopopulates

**Table 10b. Project Updates - Narrative Responses**

Activities	Paste the planned activities from the submitted workplan information
Anticipated Outputs	Paste the anticipated outputs from the submitted workplan information
Anticipated Outcomes	Paste the anticipated outcomes from the submitted workplan information
Progress to Date: Jan-Jun 2025 (select from dropdown)	Select the status of progress for the planned activity during the given time period
Progress to Date: Jul-Dec 2025 (select from dropdown)	Select the status of progress for the planned activity during the given time period
Progress Notes Describe	Detail any relevant detail for the activity. Include details if any changes have occurred to the activities, outputs, or outcomes

**Table 10c. Programmatic and Narrative Updates**

Jan-Jun 2025 Update	Please provide programmatic and narrative updates on the project during the given time period
Jul-Dec 2025 Update	Please provide programmatic and narrative updates on the project during the given time period

**Tab 11. Year 2**

**Table 11a. Year 2 Annual Rate of Expenditure**

Line Item Description	Add a plain language description of the expense category
Jan-Jun 2026 EPA Funds	Record project expenses during the given time period; EPA Funds
Jan-Jun 2026 Recipient Cost Share	Record project expenses during the given time period; Recipient Cost Share
Jan-Jun 2026 Total Project Cost	Autopopulates
Jul-Dec 2026 EPA Funds	Record project expenses during the given time period; EPA Funds
Jul-Dec 2026 Recipient Cost Share	Record project expenses during the given time period; Recipient Cost Share
Jul-Dec 2026 Total Project Cost	Autopopulates

**Table 11b. Project Updates - Narrative Responses**

Activities	Paste the planned activities from the submitted workplan information
Anticipated Outputs	Paste the anticipated outputs from the submitted workplan information
Anticipated Outcomes	Paste the anticipated outcomes from the submitted workplan information
Progress to Date: Jan-Jun 2026 (select from dropdown)	Select the status of progress for the planned activity during the given time period
Progress to Date: Jul-Dec 2026 (select from dropdown)	Select the status of progress for the planned activity during the given time period
Progress Notes Describe	Detail any relevant detail for the activity. Include details if any changes have occurred to the activities, outputs, or outcomes

**Table 11c. Programmatic and Narrative Updates**

Jan-Jun 2026 Update	Please provide programmatic and narrative updates on the project during the given time period
Jul-Dec 2026 Update	Please provide programmatic and narrative updates on the project during the given time period

**Tab 12. Year 3**

**Table 12a. Year 3 Annual Rate of Expenditure**

Line Item Description	Add a plain language description of the expense category
Jan-Jun 2027 EPA Funds	Record project expenses during the given time period; EPA Funds
Jan-Jun 2027 Recipient Cost Share	Record project expenses during the given time period; Recipient Cost Share
Jan-Jun 2027 Total Project Cost	Autopopulates
Jul-Dec 2027 EPA Funds	Record project expenses during the given time period; EPA Funds
Jul-Dec 2027 Recipient Cost Share	Record project expenses during the given time period; Recipient Cost Share
Jul-Dec 2027 Total Project Cost	Autopopulates

**Table 12b. Project Updates - Narrative Responses**

Activities	Paste the planned activities from the submitted workplan information
Anticipated Outputs	Paste the anticipated outputs from the submitted workplan information
Anticipated Outcomes	Paste the anticipated outcomes from the submitted workplan information



Progress to Date: Jan-Jun 2027 (select from dropdown)	Select the status of progress for the planned activity during the given time period
Progress to Date: Jul-Dec 2027 (select from dropdown)	Select the status of progress for the planned activity during the given time period
Progress Notes Describe	Detail any relevant detail for the activity. Include details if any changes have occurred to the activities, outputs, or outcomes
<b>Table 12c. Programmatic and Narrative Updates</b>	
Jan-Jun 2027 Update	Please provide programmatic and narrative updates on the project during the given time period
Jul-Dec 2027 Update	Please provide programmatic and narrative updates on the project during the given time period
<b>Tab 14. Specific Planning Activity</b>	
<b>Table 14a: Specific Planning Activity Details</b>	
Type of Planning Activity (select from dropdown)	Select the type of planning activity from the dropdown menu. Options include: Emissions Inventory and/or Accounting Practice, Emissions Reduction Strategy Analysis, Development of Emissions Reduction Target, Plan for Reducing Future Port Emissions, Port Resiliency Assessment, Plan to Increase Resilience of Port, Formal Stakeholder Engagement, Workforce Planning Analysis, and Other Activity.
If Other Planning Activity not listed, describe	If Other Activity is selected for the previous field, enter the planning activity in this field.
Primary Port Affected by Planning Activity (select from dropdown)	Select the primary port affected by each planning activity from the dropdown menu, which will be populated with fields from Table 6a.
If Primary location of activity is not at a port, provide the Name of the Additional Project Location (select from dropdown)	If the primary location of the activity is not at a port, select the primary site affected by each planning activity from the dropdown menu, which will be populated with fields from Table 7a.
Project Site ID	No action needed; this field will auto-populate based on the response to the prior fields
State	No action needed; this field will auto-populate based on the response to the prior fields
County	No action needed; this field will auto-populate based on the response to the prior fields
City	No action needed; this field will auto-populate based on the response to the prior fields
Percentage of Planning Activity Affecting Site (Enter a value between 0-100% based on the percentage of the planning activity listed in each row taking place at the primary project location.)	Enter a value between 0-100% based on the percentage of the planning activity listed in each row taking place at the primary project location. For each row, the sum of values in columns I, P, and S should equal 100%.
Secondary Port Affected by Planning Activity (select from dropdown, if applicable)_2	If the planning activity affects more than one area, select the secondary port affected by each planning activity from the dropdown menu, which will be populated with fields from Table 6a.
If Secondary location of activity is not at a port, provide the Name of the Additional Project Location (select from dropdown)	If the planning activity affects more than one area and it is not at a port, provide the secondary site affected by each planning activity from the dropdown menu, which will be populated with fields from Table 7a.
Project Site ID Secondary location	No action needed; this field will auto-populate based on the response to the prior fields
State Secondary location	No action needed; this field will auto-populate based on the response to the prior fields
County Secondary location	No action needed; this field will auto-populate based on the response to the prior fields
City Secondary location	No action needed; this field will auto-populate based on the response to the prior fields
Percentage of Planning Activity Affecting Site Secondary location (Enter a value between 0-100% based on the percentage of the planning activity listed in each row taking place at the secondary project location.)	Enter a value between 0-100% based on the percentage of the planning activity listed in each row taking place at the secondary project location. For each row, the sum of values in columns J, Q, and S should equal 100%.
Additional Counties where Planning Takes Place (Include county and state, and use a semicolon for multiple counties, if needed)	If the listed planning activity spans additional counties or sites not otherwise listed, please list these counties here, using a semicolon to separate between different counties.
% of Planning Affecting Additional Counties (Format response as [number]% in [county, state abbreviation], and use a semicolon if listing multiple counties)	If the listed planning activity spans additional counties or sites not otherwise listed, please list the relative share of the planning activity affecting these additional counties, using a semicolon to separate between different counties and percentages of activities in parentheses. For each row, the sum of values in columns J, Q, and S should equal 100%.
Outcome of Planning Activity	In 1-2 sentences, describe the anticipated or actual outcome of the planning activity. For examples of outcomes, please refer to the program NOFO.
Publicly Available Documentation of Outcome (e.g., link to published emissions inventory.)	For each outcome listed in the prior field with a publicly-facing product or deliverable, please list the name and web address of the publicly facing product.
Total Cost of Planning Activity	Enter the total cost of the planning activity
Total EPA Funds Expended for Planning Activity	Enter the total EPA funds used for the planning activity
If third party contractors provided support for this planning activity, provide names and roles.	For activities that involved third-party contractors, please list the name and roles of each third party as it relates to the listed activity.
<b>Tab 15. Final Report</b>	
<b>Table 15a. Project Updates - Narrative Responses</b>	
Activities	Paste the planned activities from the last interannual report
Anticipated Outputs	Paste the anticipated outputs from the last interannual report
Anticipated Outcomes	Paste the anticipated outcomes from the last interannual report
Actual Results	Describe the final, actual results for the planned activity
<b>Table 15b. Project Updates - Programmatic and Narrative Financial Results of Project</b>	
All fields	Please provide programmatic and narrative financial results on the project (open response)
<b>Table 15c. Project Updates - Subaward Reporting Requirements (if applicable)</b>	
All fields	Please provide subaward information on the project and an explanation in each cell below.