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Expiration Date: 01/31/2028

United States Environmental Protection Agency
Gulf of America Division
Grants Performance Report

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Instructions:

- ***For Quarterly Performance Reports, submit the completed form to your EPA Project Officer within 30 days of the end of quarter.***
- ***For Final Performance Reports, submit the completed form to your EPA Project Officer within 120 days of the project end date. The final report should be the cumulative of the entire project.***
- ***All reports should be submitted via email to the EPA Project Officer.***

EPA Grant Number: _____

EPA Project Title: _____

Report Type:

☐ **Quarterly Performance Report**

☐ **Final Performance Report** (Covers the entire project period)

Reporting Period: (e.g. 1/1/2024 – 3/31/2024) _____

In accordance with 2 CFR 200.329, the recipient agrees to submit performance reports that include brief information on each of the following areas:

1. A comparison of actual accomplishments to the outputs/outcomes established in the assistance agreement work plan for the period.

2. The reasons why established outputs/outcomes were not met.

3. Please provide an updated milestone schedule, if applicable.

4. Report on All Applicable Quantitative Outputs:

☐ **Habitat Restoration**

_____ (number) habitat acres enhanced, restored and/or protected

- how was the number calculated/determined
- provide a detailed description of the output

☐ **Environmental Education & Outreach**

_____ (number) individuals reached through environmental education methods

- how was the number calculated/determined
- provide a detailed description of the output

☐ **Community Resilience**

_____ (number) communities strengthened by assessing, developing, and implementing programs, projects, and tools (identify the community below)

- how was the number calculated/determined
- provide a detailed description of the output
- identify the community that was reached

☐ **Water Quality**

_____(number) water bodies and/or segments with improved understanding of water quality conditions and/or an improvement in a physical, chemical, and/or biological water quality parameter

- how was the number calculated/determined
- provide a detailed description of the output

- identify the water body improved and describe the improvement

☐ **Trash Free Waters**

_____(lbs) and/or _____ (ft^3) of marine litter removed from water body and/or riparian/nearshore area.

- how was the number calculated/determined
- provide a detailed description of the output
- if applicable, explain how the EPA Escaped Trash Assessment Protocol (ETAP) was utilized

5. Does this project have an EPA approved Quality Assurance Project Plan (QAPP)?

☐ No
☐ Yes
☐ N/A

6. Are there any personnel changes?

☐ No
☐ Yes ***(Explain changes below and provide an updated key contacts form (EPA Form 5700-54))***

7. Are there any budget changes?

☐ No
☐ Yes ***(Please include a brief description of any anticipated budget modifications and follow-up with EPA Project Officer to discuss modification options)***

8. Please list drawdown amounts during this reporting period in the table.

Budget Category	**Approved Budget**	**Drawdowns from EPA this Quarter**	**All Drawdowns to Date**
Personnel			
Fringe Benefits			
Travel			
Equipment			
Supplies			
Contractual			
Construction			
Other Direct Costs			
Total Direct Costs			
Total Indirect Costs			

Total Project Costs			

9. Does this project include subawards?
   - ☐ No (Skip to Question #12)
   - ☐ Yes

10. The recipient must report on its subaward activities:
    a. Summaries of results of reviews of financial and programmatic reports.

    b. Summaries of findings from site visits and/or desk reviews to ensure effective subrecipient performance.

    c. Environmental results the subrecipient achieved.

    d. Summaries of audit findings and related pass-through entity management decisions.

    e. Actions the pass-through entity has taken to correct deficiencies (2 CFR 200.332(e), 2 CFR 200.208 and the 2 CFR Part 200.339).

11. Please outline the work projected for the next reporting period.

12. Provide any additional information ***(i.e. problems, delays or adverse conditions which will materially impair the ability to meet the outputs/outcomes in the assistance agreement work plan).***