

**GULF OF MEXICO COMMUNITY-BASED RESTORATION PARTNERSHIP  
GRANT AGREEMENT**

**Organization Name: <<Organization>>**  
**Project Name: <<Project\_Name>>**  
**Grant Agreement: #<<Number>>**

This Grant Agreement ("Agreement") is entered into by and between the Gulf of Mexico Foundation as authorized agent for the Partnership (as defined in Recital A below and herein referred to as "Grantor"), and <<Organization>> ("Grantee"). This Agreement is made effective as of <<Begin\_Date>> ("Effective Date"). Grantor and Grantee are sometimes referred to individually as a Party or jointly herein as the "Parties".

**RECITALS**

- A. The Gulf of Mexico Community-based Restoration Partnership ("Partnership") is a multi-year, regional partnership between the U.S. Environmental Protection Agency ("EPA") Gulf Ecological Management Sites ("GEMS") Program, the National Oceanic and Atmospheric Administration ("NOAA") Community-Based Restoration Program ("CRP") and the Gulf of Mexico Foundation ("GMF").
- B. The purpose of this Partnership is to strengthen conservation efforts by supporting on-the-ground habitat restoration of real property benefiting living marine resources and fostering local stewardship of the sites.
- C. Grantor desires to provide to Grantee federal funding appropriated by "NOAA" in accordance with United States Office of Management and Budget ("OMB"), Catalog of Federal Domestic Assistance Number 11.463, for the purpose of Grantee's habitat restoration project proposal approved by Grantor and incorporated hereto as Attachment A (the "Project").

**ARTICLE I**

**Grant Provision**

1.01 **Grant Amount.** Grantor hereby provides to Grantee the total sum of \$<<amount>>, (the "Grant"), for the period commencing <<Begin\_Date>> and expiring <<End\_Date>> ("Grant Period") for the approved Project, and Grantee hereby agrees to comply with all terms and conditions of this Agreement.

1.02 **Limitation and Return of Funding.** Grantor assumes no obligation to provide further funding or support to Grantee beyond the terms stated herein. Any portion of the Grant not expended at the end of the Grant Period will be returned to Grantor within thirty (30) days, along with any interest earned thereon.

**ARTICLE II**

**Grant Conditions**

2.01 **Project Management.** Grantee shall be responsible for design, implementation and management of the Project and with respect to requirements imposed by government authorities having jurisdiction over the Parties and the Project site. Once the Project design or site plans are finalized, these designs will be submitted to Grantor for final approval. Grantor retains the right to withhold all or partial funding for the approved Project based on periodic reviews of Project design, implementation and management, including any modifications to the Project or Project budget. Grantee agrees to perform and

report any land surveys, geotechnical studies, environmental testing including soils, water, air and chemical test results, reports, surveys or inspections as may be required by Grantor or other federal, state or local authority.

**2.02 Licensed Professionals.** Grantee agrees to provide expertise necessary to manage the Project including, but not limited to, architectural, environmental, engineering, legal, accounting, and insurance requirements. Grantee certifies that all licensed professionals including, but not limited to, architects, engineers, and surveyors, who are retained either through cash payment or in-kind service donations, are in good standing with the state where the Project is located. Grantee agrees to require any such licensed professionals to review and comply with all applicable laws, codes, rules and regulations applicable to the Project. Grantee is entitled to rely on the accuracy and completeness of service and information furnished by such licensed professionals; and, if Grantee becomes aware of any errors, omissions or deficiencies in such services, Grantee will immediately notify Grantor. Grantor requires nonexclusive license to use and reproduce all drawings, specifications and other documents, including those in electronic form, whether prepared by the architect, engineer or surveyor, and Grantee certifies that such licensed professionals shall only be retained if in agreement with the terms and conditions of this Agreement including this transference of document license.

**2.03 Project Materials.** Grantee shall furnish all products, labor and equipment required by the approved Project design. Any soils or other material excavated from the Project site, not used as backfill at the Project site or other GEMS location, shall become the property of Grantee and must be removed from the Project site. Any hazardous materials must be handled or disposed of in accordance with applicable federal, state and local regulations. Any adjacent public access areas or sidewalks will be restricted by barricade or fence during the Project and shall be kept clear of debris, mud and standing water.

**2.04 Project Amendments and Extensions.** In the event there is any material change in the Project purpose, objectives, character, method of operation, budget, or Project completion timeline, Grantee will provide a written report to Grantor requesting approval of such changes. Explanatory narrative, progress to date, revised budget and, as appropriate, new Project timeline must accompany requests for amendments or Grant Period extensions. Grantee must receive written acceptance by Grantor of any proposed changes prior to proceeding with the revised Project.

**2.05 Prohibition Against Lobbying; Conflict of Interest.** Funds provided under this Grant Agreement may not be used to support lobbying activities, defined as any attempt to influence any legislation through an effort to affect the opinions of the general public or any segment thereof (grass roots lobbying), and any attempt to influence any legislation through communication with any member or employee of a legislative body or with any government official or employee who may participate in the formulation of legislation (direct lobbying). Except with Grantor's express written consent, Grantee shall not engage in activity or accept other activity that would reasonably appear to compromise the Project or the purpose of the Grant as set forth in the Agreement.

**2.06 Prohibition Against Assignment of Rights and Benefits.** As of the date of the Agreement, Grantee has not and will not assign or convey any rights or benefits arising from or involving either the Project or this Agreement to any party without the prior written consent of Grantor. This prohibition includes but is not limited to photographs, newspaper and magazine articles, publishing rights or marketing agreements.

ARTICLE III

## **Management of Grant Funds**

3.01 **Grant Budget.** Grantee represents that the Project budget includes (i) itemization of required one-to-one (1:1) matched contributions of cash, volunteer services or in kind goods; (ii) required fees for surveys, testing, and reporting; and (iii) the estimated total hourly requirement of volunteer services. All volunteer services and in-kind goods shall be assigned a value as described hereto in Attachment D.

3.02 **Grant Funding Schedule.** Initial Grant funds of thirty percent (30%) of the total Grant will be disbursed to Grantee upon Grantor's execution of the original Agreement executed by Grantee and upon receipt of copies of all required permits. Provided Grantee has not breached any conditions of this Agreement and has completed and delivered to Grantor acceptable Reports as set forth in Sections 4.03 and 4.04, remaining Grant funds will be allocated in the following manner: (i) thirty percent (30%) at Project mid-point as scheduled; (ii) twenty percent (20%) upon Project completion; and (iii) twenty percent (20%) upon Grantor's approval and acceptance of Grantee's final report.

3.03 **Subcontractors.** If Grantee retains subcontractors, all applicable provisions of this Agreement relating to use of federal funds and compliance with federal regulations shall be applicable to the subcontractors. Grantee will provide Grantor with documentation evidencing the subcontractors' awareness of such provisions. All subcontractors will be required to execute a waiver of liens for work performed on the Project, which waiver will be delivered to Grantor with the Application and Certificate for Grant Funding/Report. Grantor may, upon notice to Grantee, pay subcontractors directly where such payment will expedite the Project. Amounts paid by Grantor directly to subcontractors shall be deducted from the total Grant.

## ARTICLE IV

### **Documentation and Reporting Requirements**

4.01 **Documentation and Record Keeping.** Grantee agrees to establish and maintain systematic records of all expenditures relating to the Grant. Grantee's financial management system must comply with internal control requirements covering, but not limited to, cash receipts, cash disbursements, indirect costs, procurement, labor costs, invoices, canceled checks, receipts and interest earned on federal funds. Grantee will keep all documentation for three (3) years after the submission and acceptance by Grantor of the final report. Grantee will make such documentation available for inspection and audit, upon reasonable notice, by representatives of Grantor or any interested federal authority at any time during the Grant Period and for three (3) year period thereafter.

4.02 **Volunteer or In-Kind Services and Donations.** Grantee shall document the one-to-one (1:1) matched funds and/or in-kind services required hereto in Attachment B. Volunteer information, volunteer release and consent forms and certificate of hours worked will be recorded on the form attached hereto as Attachment D, which forms will be delivered to Grantor with the Quarterly Report referenced in Section 4.03 below.

4.03 **Quarterly Report.** Grantee will provide Grantor with a Quarterly Report which includes a written financial report including matching funds and/or in-kind services, a progress report, and volunteer documentation within 30 days after the end of each quarter until Project completion or the end of the Grant Period. The quarter schedule is shown on the form attached hereto as Attachment B. The Quarterly Report shall be submitted on the forms attached hereto as Attachment B, Attachment C, and Attachment D. Grantee agrees to deliver the Quarterly Report as both a paper copy sent via U.S. mail (or equivalent) and

as an electronic copy (text, table, and charts in MS Word/Excel format, and photos as high resolution jpg files) sent regular mail on a compact disk (CD) or sent via electronic-mail, if possible to do so. Grantee agrees to deliver the Quarterly Report to the Grantor at the physical and electronic addresses provided in Section 7.05. At the sole discretion of Grantor, payment of any and all portions of the remaining Grant funds may be withheld until adequate and timely reports are received.

**4.04 Final Report.** The final report is due within ninety (90) days of Project completion or within ninety (90) days of the end of the Grant Period, whichever occurs first. **The final report shall be submitted on the form attached hereto as Attachment E.** Grantee agrees to deliver the Final Report as both a paper copy sent via U.S. mail (or equivalent) and as an electronic copy (text, table, and charts in MS Word/Excel format, and photos as high resolution jpg files) sent regular mail on a compact disk (CD) and also sent via electronic-mail, if possible to do so. Grantee agrees to deliver the Final Report to the Grantor at the physical and electronic addresses provided in Section 7.05.

**4.05 Audit.** Grantor may, at its own expense, examine, audit or have audited the records of Grantee insofar as they relate to activities involved in the Project. Grantee will reimburse Grantor, at Grantee's sole expense, the amount of any expenditure disallowed by auditors through an audit exception or other appropriate means. This will be noted as a written finding that such expenditures failed to comply with any provision of this Agreement including the management of federal funds as set forth in Article III.

**4.06 A-133 Audits.** For all federal funds, Grantee is responsible for determining the audit requirements and conditions set forth in OMB Circular A-133 and other OMB Circulars as specified in Article VI. If an OMB A-133 audit is required, a copy of the audit must be submitted to Grantor within nine (9) months after the end of Grantee's fiscal year in which this Agreement was executed.

## ARTICLE V

### **Grant Agreement Termination**

**5.01 Termination.** Should Grantee fail to comply with any of the conditions of this Agreement, Grantor may, at its sole discretion, immediately terminate the Agreement and demand Grantee to repay, within sixty (60) days, all Grant funds and interest earned thereon which have been advanced but not expended. In addition, Grantor may cancel all unpaid installments of the Grant. This Agreement may also be terminated by mutual agreement, in which case any sums advanced, but not expended, shall be returned to Grantor including any interest earned.

## ARTICLE VI

### **Liability and Federal Regulations**

**6.01 Liability.** In making this Grant, Grantor assumes no liability for injuries or loss to persons or property and/or environmental impact resulting from Grantee's activities under this Agreement.

**6.02 Federal Regulations and Requirements.** Grantee agrees to comply with all federal laws and regulations including the Equal Opportunity Employment Act, the Americans with Disabilities Act, and the drug-free work place requirements. Grantee is also subject to the requirements issued by the U.S. Office of Management and Budget ("OMB Circulars"). The following OMB Circulars are incorporated herein by reference.

OMB Circular A-21 or A-87 or A-122 (Allowable Costs)

OMB Circular A-102 or A-110 (Uniform Administrative Requirements)  
OMB Circular A-128 or A-133 (Audit Guidelines)

6.03 **Grantee Certification.** Grantee certifies to the best of its knowledge and belief that it and its principals:

- A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transaction by any Federal department or agency;
- B. Have not within a three (3) year period preceding the proposal been convicted of or had a civil judgment rendered against them for: (i) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction of contract under a public transaction; (ii) violation of federal or state antitrust statutes; or (iii) commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- C. Are not currently indicted for, or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of, any of the offenses enumerated here;
- D. Have not within a three (3) year period preceding the Project proposal had one or more public transactions (federal, state, or local) terminated for cause or default.

A false statement on this certification may be grounds for termination of the award. In addition, under 18 United States Code Section 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to five (5) years, or both.

## ARTICLE VII **General Terms**

7.01 **Legal Relationship of Parties.** Nothing in the Agreement shall be construed as constituting a partnership, joint venture, employment relationship, agent/principal relationship, or other association of any kind, between the Parties hereto; and, neither Party shall have the power to obligate or bind the other Party in any manner whatsoever.

7.02 **Publicity and Credit.** Grantee will acknowledge, and give proper credit to the Gulf of Mexico Foundation, NOAA – CRP, and EPA - GEMS when discussing this Project publicly. Such acknowledgement and credit shall include, but shall not be limited to, press releases, annual reports, brochures, video credits, dedications, and other public communications. Grantor reserves the right to review and approve such materials prior to publication or release. Copies of published materials should be included in Grantee's required periodic reports to Grantor.

7.03 **Patents and Copyrights.** Grantee may have the right to obtain patents and copyrights on any work produced under this Agreement. Grantee hereby grants to Grantor

a non-exclusive, unlimited, royalty-free license to utilize and publish any and all works, patents and copyrights produced under this Agreement.

7.04 **Choice of Law.** The Agreement shall be governed by the laws of the State of Texas.

7.05 **Notices.** All notices which may be given by any Party to the other Party shall be in writing and shall be deemed to have been duly given on the date (i) delivered in person, (ii) one (1) business day after depositing for delivery via a nationally recognized overnight courier, or (iii) five (5) business days after being deposited, postage prepaid, in the United States mail via Certified Mail, return receipt requested, and addressed as follows:

Grantor:       Quenton Dokken, Ph.D., Executive Director  
                  Gulf of Mexico Foundation  
                  PMB 51, 5403 Everhart Rd.  
                  Corpus Christi, Texas 78411  
                  phone: 361-882-3939  
                  fax: 361-882-1262  
                  E-mail: gmf@gulfmex.org

Grantee:       <<Name>>, <<Title>>  
                  <<Institution>>  
                  <<street number>>  
                  <<city, state, zipcode>>  
                  <<Phone: xxx.xxx.xxxx                   fax: xxx.xxx.xxxx>>  
                  <<E-mail address>>

7.06 **Entire Agreement.** The Agreement constitutes the complete agreement between the Parties and supersedes all prior or contemporaneous agreements or representations, written or oral, concerning the subject matter of this Agreement. This Agreement may not be modified or amended except in writing signed by a duly authorized representative of each Party. No other act, document, usage or custom shall be deemed to amend or modify this Agreement.

[Remainder of this page intentionally left blank.]

ACCEPTED AND AGREED.

"GRANTEE":

<<Name of organization>>

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

"GRANTOR":

The Gulf of Mexico Community-based Restoration Partnership

By: The Gulf of Mexico Foundation

Its: Agent

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Quenton Dokken on behalf of  
The Gulf of Mexico Foundation

[Remainder of this page intentionally left blank.]

**Attachment A**  
The Gulf of Mexico Community-based Restoration Partnership  
**Approved Project Proposal**

**Grant Agreement # <<Project #>>**

Grantee: <<Name of Organization>>

Project: <<Name of Project>>

Grant Period: <<Date - Date>>

Total grant amount: <<\$amount>>

If not listed in the Approved Project Proposal attached to this page, the following information must be provided:

- 1) legal property description
- 2) contact information for Grantee's Project manager and executive personnel
- 3) response to steering committee's concerns

**Attachment B - page 1 of 2**  
 The Gulf of Mexico Community-based Restoration Partnership  
**Grantee's Quarterly and Final Reports - Expenditures**

**Grant Agreement # <<Project #>>**

Grantee: <<Name of Organization>>  
 Project: <<Name of Project>>  
 Grant Period: <<Date - Date>>  
 Total grant amount: <<\$amount>>

Today's Date:

Please place a check mark to indicate the quarter you are reporting on:

- \_\_\_ 1<sup>st</sup> Quarter (January 1 - March 31)  
 \_\_\_ 2<sup>nd</sup> Quarter (April 1 - June 30)  
 \_\_\_ 3<sup>rd</sup> Quarter (July 1 - September 30)  
 \_\_\_ 4<sup>th</sup> Quarter (October 1 - December 31)

**Project Budget and Expenditures:**

	Budget Categories	Approved Grant Funds	Required Match	Expenditures This Report	Expenditures Cumulative	Balance*	All Cash/In-kind Match Recvd. This Report	Value of Vol. Servs. This Report	Total Match This Report	Total Match Cumulative
a	Personnel/Salary									
	Staff									
	Volunteers									
b	Fringe Benefits									
c	Travel									
d	Equipment									
e	Supplies									
f	Contractual									
g	Construction									
h	Other (specify)									
i	Total Direct Costs (Sum a - h)									
j	Indirect Costs									
k	Total Budget (Sum of i & j)									
Total Grant funds received to date: \$ _____ Total % of Grant funds received to date: _____ %										

Note: No more than 10% of the total Grant funding amount may be transferred between budget categories.

\*Negative balances in any of the budget categories should be explained in a brief accompanying narrative. Use space at the bottom of Attachment B - page 2 of 2 and add pages if necessary.

**Attachment B - page 2 of 2**

The Gulf of Mexico Community-based Restoration Partnership  
**Grantee's Quarterly Report - Application and Certificate for Grant Funding**

Note to grantee: The grant agreement requires a non-federal 1:1 match for the awarded funds. Subsequently, at the conclusion of the project as defined in the grant agreement, **Cumulative Total for Matching Funds** must meet or exceed **Cumulative Expenditures**.

The undersigned Grantee certifies that to the best of his/her knowledge, information, and belief the work covered by this Expenditure Report has been completed in accordance with the Grant Agreement; that the quality of the work is in accordance with the Grant Agreement; and that all subcontractors (if any) have been paid by Grantee with funds previously issued by the Grantor.

Grantee Name: \_\_\_\_\_

Grantee Signature: \_\_\_\_\_

Grantee Title: \_\_\_\_\_

## Attachment C

### The Gulf of Mexico Community-based Restoration Partnership Grantee's Quarterly Report – Narrative

#### **Grant Agreement # <<Project #>>**

Grantee: <<Name of Organization>>

Project: <<Name of Project>>

Grant Period: <<Date – Date>>

Total grant amount: <<\$amount>>

Today's Date: \_\_\_\_\_

**Project Report:** Please summarize below, the project activity during this quarter, as compared to the specific tasks and objectives outlined in the approved proposal, Grant agreement Attachment A. Include photo(s) of work in progress and work completed. Use additional pages as needed.

#### **Methodology**

Describe the methodology used to undertake on-the-ground activities during this reporting period to achieve the project goals and objectives, including the restoration techniques and materials used.

#### **Results/Progress to Date**

Describe in sufficient detail the status of the project (planning/design, implementation, monitoring, complete) in terms of progress and results achieved during the reporting period. This should include information such as the actual acreage restored/enhanced/protected or created to date (cumulative), and how this measurement was determined; projected acreage yet to be restored with CRP funds; miles of stream that were opened or will be opened for fish passage; lessons learned during this reporting period; challenges or potential roadblocks to future progress; and an updated timeline of remaining tasks needed to complete project.

#### **Monitoring and Maintenance Activities**

Describe any monitoring and maintenance that took place during the reporting period and/or procedures that are being used to evaluate the relative success of the project in achieving its goals and objectives. When will monitoring results become available?

#### **Community Involvement**

Describe community support and any public involvement in the project that has occurred during the reporting period, including the specific roles of volunteers in project activities.

#### **Outreach Activities**

Describe any outreach or educational activities (e.g. training, brochures, videos, press releases or public events) related to the project that occurred during the reporting period.

#### **Supporting Materials**

Please include any supporting materials relating to the project, such as articles/news clippings, project photographs (before, during, and after--high resolution images on CD ROM are appreciated), project maps, related web sites, and proof of NOAA Community-based Restoration Program support (e.g. photographs of signs at project sites, funding credit on outreach materials, press releases with complete program name, etc.)

**Attachment D – page 1**  
The Gulf of Mexico Community-based Restoration Partnership  
**Grantee's Quarterly Report - Volunteer Time Sheets & Release**  
(Complete and return this page even if no volunteers were used this quarter.)

**Grant Agreement # <<Project #>>**

Grantee: <<Name of Organization>>

Project: <<Name of Project>>

Grant Period: <<Dates>>

Total grant amount: <<\$amount>>

Today's Date:

Were volunteers used this quarter? No \_\_\_\_\_ Yes \_\_\_\_\_

If Yes, printed name and signature of Project Manager/Volunteer Supervisor is required.

# Volunteers this reporting period \_\_\_\_\_ # Volunteer Hours this reporting period \_\_\_\_\_

By signing below, I certify that the representation of my time and/or volunteer time is accurate and complete. I waive all claims and release Grantee, the Gulf of Mexico Foundation, and any other non-profit or government agency from any use of my photograph or name. I hereby consent to the photographing of myself and the recording of my voice and the use of these photographs and/or recordings singularly or in conjunction with other photographs and/or recordings for advertising, publicity, commercial or other business purposes. I understand that the term "photograph" as used herein encompasses both still photographs and motion picture footage to reproduce and use such photographs and recordings of my voice, for use in all domestic and foreign markets including the Internet.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Use the following **VOLUNTEER INFORMATION AND SIGNATURE** page(s) if necessary.

**Attachment D**

**The Gulf of Mexico Community-based Restoration Partnership  
Grantee's Quarterly Report - Volunteer Time Sheets & Release**

By signing below, I certify that the representation of my time is accurate and complete. I waive all claims and release Grantee, the Gulf of Mexico Foundation, and any other non-profit or government agency from any use of my photograph or name. I hereby consent to the photographing of myself and the recording of my voice and the use of these photographs and/or recordings singularly or in conjunction with other photographs and/or recordings for advertising, publicity, commercial or other business purposes. I understand that the term "photograph" as used herein encompasses both still photographs and motion picture footage to reproduce and use such photographs and recordings of my voice, for use in all domestic and foreign markets including the Internet.

<b>VOLUNTEER INFORMATION AND SIGNATURE</b>					
Name (first, middle, last):			Signature of Volunteer:		
Home Address:				Home Phone:	
Date:	Time In (1):	Time Out (1):	Time In (2):	Time Out (2):	Total hours

<b>VOLUNTEER INFORMATION AND SIGNATURE</b>					
Name (first, middle, last):			Signature of Volunteer:		
Home Address:				Home Phone:	
Date:	Time In (1):	Time Out (1):	Time In (2):	Time Out (2):	Total hours

<b>VOLUNTEER INFORMATION AND SIGNATURE</b>					
Name (first, middle, last):			Signature of Volunteer:		
Home Address:				Home Phone:	
Date:	Time In (1):	Time Out (1):	Time In (2):	Time Out (2):	Total hours

<b>VOLUNTEER INFORMATION AND SIGNATURE</b>					
Name (first, middle, last):			Signature of Volunteer:		
Home Address:				Home Phone:	
Date:	Time In (1):	Time Out (1):	Time In (2):	Time Out (2):	Total hours

<b>VOLUNTEER INFORMATION AND SIGNATURE</b>					
Name (first, middle, last):			Signature of Volunteer:		
Home Address:				Home Phone:	
Date:	Time In (1):	Time Out (1):	Time In (2):	Time Out (2):	Total hours

**Note:** For additional volunteers, duplicate this page as many times as necessary.

**Attachment E – page 1**  
The Gulf of Mexico Community-based Restoration Partnership  
**Grantee’s Final Report Form**

**Grant Agreement # <<Project #>>**

Grantee: <<Name of Organization>>

Project: <<Name of Project>>

Grant Period: <<Date – Date>> (Include extension date if applicable)

Total grant amount: <<\$amount>>

Today’s Date: \_\_\_\_\_

**Project Summary (required)**

Final # Volunteers \_\_\_\_\_ Final # Volunteer Hours \_\_\_\_\_

Final Value of Volunteer Service \_\_\_\_\_ Final Acreage Restored \_\_\_\_\_

**Project Report:** Please summarize below the project activity *as compared to the specific tasks and objectives outlined in the approved proposal, Grant agreement Attachment A*. Use additional pages as needed.

**Please be sure to describe, as appropriate:**

1. The success or failure of specific tasks;
2. Accomplishments associated with the Project;
3. Knowledge gained during the Grant Period;
4. Any lessons learned during the Grant Period;
5. Community involvement in the implementation of the Project;
6. Any public outreach and education that transpired in association with the Project; and
7. Any short or long-term negative impacts to the area as a result of the project.

**Please also include:**

1. A final accounting for all Grant expenditures, receipts, matched contributions and total hourly volunteer in-kind services or goods donated; see the following budget table. Please include documentation for all match/in-kind contributions.
2. Copies of all reports (excluding Quarterly Reports), real estate or rental documents, surveys, and environmental testing results; and
3. Copies of all publications, press releases, test results, and other products produced as a result of the Grant funding during the Grant Period.