**Vermont Certified Local Government Program
Final Project Report**

The Final Project Report allows the Vermont Division for Historic Preservation to evaluate your project's success and understand its outcomes.

Use this form to complete your Final Project Report. Enter text by clicking and typing inside of the grey fields, which will expand as you type. When you're done, save the form and email a copy to devin.colman@vermont.gov.

1. CLG Community:
2. CLG Grant Number:
3. Project Name:
4. Original Grant Award Amount:       (as indicated on the Grant Agreement)
5. Amount being requested for reimbursement:
6. Did you use the full amount of the grant award?\* Yes [ ]  or No [ ]  If not, explain why:
7. Summarize the history of the project and its execution over the grant period:
8. Summarize the overall success of the project:
9. Summarize any issues or problems that arose during the project. Explain how they were addressed:
10. If this was a component of a larger project, explain the anticipated next steps to complete the project:
11. Describe any local or regional media coverage of the project, and attach copies of printed articles or photographs, if possible:
12. Additional Comments:

Form completed by:

Date:

\*It is very important that you spend your full grant award. We are required to allocate at least 10% of our federal grant to CLG projects. If your project comes in under budget, we may not meet the 10% minimum threshold for our grant. If you don’t think you’ll use your full grant award, please let us know ASAP.