

Progress Report  
Historic Preservation Grant Program  
Division of Historical Resources

Grant #: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Grantee Organization: \_\_\_\_\_ Progress Report #: \_\_\_\_\_

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

Instructions:

- Use the 'Grant Progress' text area to describe your project's progress to this point.
- Describe the progress of the project since the last reporting period including:
  - The progress and status of each scope of work activity
  - The progress and status of the deliverables
  - Indicate any variations from project timeline, budget, and deliverables and provide reasons for the variance.
- Provide evidence of progress using the 'Documentation' section. Include a Title and Description which properly describes what the document provided consists of.
  - You may use the upload section to upload a word document describing your progress instead of including that text in the section below. If you do so, please use the text area to list the title of the document with your grant progress narrative.
  - Labeled photographs should accompany the progress reports. See our Photograph Submission Guidelines for further details
- For Final Reports, include a cumulative narrative of what was achieved during the grant period including jobs created, final photographs, and a signed Single Audit Form.
- For grants receiving Federal Funding, report the number of hours of employment for the project to date. This must include project management hours, consultant hours, and any other project work hours.

Grant Progress:

Documentation:

- Title
- Description
- Upload a file

Signature: