

FINAL PROJECT REPORT
NATIONAL PARK SERVICE, DEPARTMENT OF INTERIOR
HISTORIC PRESERVATION GRANTS DIVISION

Note: The Final Project Report is due within 90 days of the end date of the grant agreement or completion of the project, whichever comes first. Failure to submit a timely and acceptable Final Project Report places can result in noncompliance with the terms of the Grant Agreement, and will result in NPS withholding payment or possibly requiring repayment of disbursed funds.

1. Project Title: _____
2. NPS Grant Number: _____
3. A completed FFR, *Federal Financial Report*, for the entire grant period is attached.
4. Provide a brief summary of the work completed under this grant. Note any difference between the planned and actual scope of work and costs.
5. Describe the status of complying with all applicable Special Conditions required under your grant agreement.
 - A. NPS Concurrence with Consultant Selection
 - B. NPS Review of Plans and Specifications or other Draft Products
 - C. Section 106 Consultation with the State Historic Preservation Office
 - D. Easement Execution
 - E. Project Sign Installation
 - F. National Register Nomination (if applicable)
6. Provide a line-by-line breakdown of the planned and actual expenditures and compare it to the approved budget using the following format: (this is an embedded excel table – double click to open)

Line item	Planned Costs	Actual Federal Share	Actual Matching Share	Actual Total
Personnel				\$ -
Fringe Benefits				\$ -
Consultants Fees				\$ -
Travel/Per Diem				\$ -
Equipment				\$ -
Supplies				\$ -
Construction/Labor				\$ -
Other				\$ -
Total	\$ -	\$ -	\$ -	\$ -

7. Provide a summarized list of the non-Federal matching share that was used to complete the grant-assisted work. Identify each source of match, the amount, and the type (cash, donated labor, donated materials, etc.).
8. If any publications (books, pamphlets, videotapes, etc.) were produced using federal or matching share under this grant, enclose three (3) copies with the Final Report. All publications must include acknowledgement of the grant assistance and the Federal disclaimer as required by your grant agreement.
9. Provide good quality 4 x 6 photographs or high resolution digital images printed on photographic paper, of ALL work completed under this grant. Include at least three (3) views of the overall structure.

Signature: _____ Name/Title: _____

Date: _____ Telephone: _____ Email: _____

