



Instructions: Use your tab key to go from field to field. For your totals, place your cursor over a total field, right click your mouse, then on the resulting menu that will appear left click your mouse on “Update Field” and the total will be calculated for you. For the balance, place your cursor over that field, and right click, then left click on “Update Field.” Alternatively, you may create and use your own form with the same basic content.

Time Period Covered by Report: Start of Grant Date: _____ to _____

Report is (check one): 1st ☐ 2nd ☐ Other ☐ Final ☐

Data on 1st, 2nd and "Other" reports should cover the start of the grant to the latest available figures/estimates for this report. Describe these; however, the **Final Report must be accurate.**

Provide with this report a narrative including if the project is behind, on, or ahead of schedule, accomplishments to date, and if there may be barriers to complete the project on schedule.

Amount of Earned Interest on State Funds: _____ as of: Date: _____

BALANCE (BUDGETED – EXPENDED) =	\$ 0.00
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This form is equivalent to DH Form 1684A, Rev. June 2002