



Section 1: Invoice

Attach invoice document which displays itemized costs and provides documentation of the 40% non-federal in-kind or cash match.

Section 2: Final Report

The final report should include:

- 1) Overall goal of the project
- 2) Nonpoint source pollution or water quality issue that was addressed
- 3) Activities completed to address water related issue
- 4) Collaborative parties involved
- 5) Knowledge, skill & abilities developed for project participants
- 6) Conclusions, outcomes, and/or long-term impacts from the project
- 7) Opportunities for project continuation or expansion
- 8) Recommendations; for example: lessons learned, what could have been done differently, and what could be done to improve future projects.
- 9) Financials – 319 and nonfederal match funds applied to project

Section 3: Products

Include products generated for or from the event (e.g., handouts, brochures, maps, a spreadsheet of analysis and results of data collected, photographs, meeting agendas and minutes, etc.).

Section 4: Press Release or Announcement

A press release or announcement on behalf of the organization is a necessary component of this grant. The announcement can be included in your organization's newsletter, website, Facebook page, etc. This press release/announcement provides the local community information on the project and nonpoint source water quality pollution, showcases your effort, gives credit to your organization, SWCDM and DEQ, and provides a way for others to get information on how to get involved. Pictures are encouraged.

A Final Note:

This final report is intended to be a stand-alone document that describes the project from beginning to end, including the results of the project and a brief explanation of why the project was done in the first place. Please provide specifics where appropriate and make sure the above sections are complete before submitting. Thank you.