**Part C 2023 Funding Quarterly Report Template**

**Reports are to be submitted on: July 15 2023, October 15 2023, January 15 2024**

Please fill out this report on each given date listed above as part of your Part C 2023 funded project. While there is no minimum report length, please feel free to write your report on additional pages as needed. When completed, please send this document, along with any supporting documentation, to your assigned project liaison.

**Project Title:**

**Organization Name**:

**Date**:

**Applicant Organization**:

**Budget Breakdown:**

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| --- | --- | --- |
| **Item** | **Amount** | **Comments** |
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| **Total Awarded** | **Total Spent** | **Total Remaining** |
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**Description of Project Activities Completed to date**:

**Future Project Activities to be completed by next reporting date:**

**Timeline Update:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Activities** | **2023**  **(Please indicate which project activities have been completed)** | | | | | | | | | **2024** | | |
| **April** | **May** | **June** | **July** | **Aug** | **Sept** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** |
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**\*Please attached any supporting documentation and photographs\***