# FINAL PROGRESS REPORT

**Progress Report Completion Date:** *MM/DD/YYYY*

**Project title:**

**Contract #:**

**Contract term**: (Agreement Start Date *MM/DD/YYYY –* End Date *MM/DD/YYYY)*

| **Contractor Contact** | **Delta Stewardship Council Contact** |
| --- | --- |
| **Principal Investigator**  Name:  Institution:  Address:  Phone:  Email: | Name:  Institution:  Address:  Phone:  Email: |

**FINAL DELIVERABLES SUMMARY**

List the final status of each deliverable. Include all deliverables and statuses from previous reports.

[Contractor to fill in deliverable description]

| ***Deliverable*** | ***Due Date*** | ***Status*** |
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**BUDGET SUMMARY – Final Expenditure Calculation**

| **Budget Category**  (*Use contract budget to accurately fill out summary*) | **Total Contract Budget** | **Total Expenditures** |
| --- | --- | --- |
| **Personnel:** Salaries and Fringe Benefits | $ | $ |
| **Travel** | $ | $ |
| **Materials & Supplies** | $ | $ |
| **Equipment** | $ | $ |
| **Subcontractor** | $ | $ |
| **Other Direct Costs** | $ | $ |
| **Indirect Costs %\_\_\_** | $ | $ |
| **Total Cost** | $ | $ |

**FINAL REPORT ADDITIONAL REQUIREMENTS:**

* Two paragraph summary or abstract for a non-scientist audience
* Provide a thorough discussion of research findings
* Provide a thorough discussion of major contributions to the field(s)
* Provide a thorough discussion of management implications of project findings and link to SAA. List all science actions that are relevant and how your work contributes to addressing SAA.
* Provide photos and/or videos to highlight the project social media/web
* For each photo and video provide photo credit and alt text (one sentence description of photo or video)