

Economic Development Department

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 Economic Development Department
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Board of County Commissioners
 Holly Williams, District 1
 Carrie Geitner, District 2
 Stan VanderWerf, District 3
 Longinos Gonzalez, Jr., District 4
 Cami Bremer, District 5

Annual Narrative

Subrecipient Name			
Project Name		Date Submitted	
Contact Person		Grant Number	
Phone Number		Program Year	
Email		Total Grant Amount	

Instructions:

- Read all questions prior to answering to eliminate redundancy
- Type responses
- Answer all questions listed
- Use only the space provided
- Submit completed narrative no later than April 14th.

- 1. Describe all project/program activities that have taken place *during this reporting period*. Please include all marketing/outreach efforts and public participation events if applicable.**

2. List all original goals/objectives/outcomes of this grant (from the Subrecipient Agreement) and describe the extent to which they were achieved during this reporting period. Bullet points are recommended.

3. Please interpret the goals/objectives/outcomes from question two. In other words, why do you believe your program/project has been successful in achieving outcomes, or, if your program/project was not successful, why weren't the desired outcomes achieved?

4. Please describe any unanticipated challenges or obstacles encountered.

5. Please provide a description and the dollar amount of CDBG funds expended to-date (not just this reporting period). Please also include the dollar amount of funds that have already been reimbursed by the County if applicable.

6. Please provide a description and the dollar amount of matching funds (including in-kind) expended to-date (not just this reporting period).

7. What is your vision of this project/program over the next three years? Please include plans and rationale for ongoing funding, expansion, replication, or termination.

8. Discuss other issues as needed.

9. Please note any problems, concerns, or difficulties with the County's CDBG program and include suggestions for improvement. We value your feedback, and your responses will remain confidential.

10. Please attach scanned photographs, newspaper clippings, or other printed material relating to the project or program.

Signature of Person Completing Form

Date