

<b>Oregon Department of Land Conservation and Development Project Completion Report</b>	<b>Date</b>
	<b>Type of Grant</b> Coastal TA
<b>Grantee Name</b>	<b>Grant No.</b>
<b>Award Period</b>	<b>Total Cost</b>
<b>Project Title</b>	
<b>Grantee Representative</b>	<b>DLCD Grant Manager</b>

This report is to be submitted within 30 days following completion of the project. It should be organized in the same format as the original grant application and include the following information:

- 1) A narrative description of the project, including:
  - a) Background on the problem which generated the project
  - b) A description of work accomplished
  - c) Lessons learned from the project
  - d) Recommendation for more effective implementation of similar projects
  - e) A description of the short- and long-term benefits
  
- 2) Documentation that the project complies with DLCD requirements (see nonexistent grantee manual for details).
  
- 3) An accounting of the expenditures and all other funding in the project, including a final accounting of all in-kind contributions, donations and the required non-federal matching funds.