|  |  |
| --- | --- |
| **Year:** |  |
| **State:** |  |
| **Cooperative Agreement Name:** |  |
| **Cooperative Agreement Number:** |  |
| **Project Funding Period:** |  |
| **Project Report:** | **CAPS Infrastructure Report** |
| **Project Document Date:** |  |
| **Cooperators Project Coordinator:** |  |
| **Name:** |  |
| **Agency:** |  |
| **Address:** |  |
| **City/ Address/ Zip:** |  |
| **Telephone:** |  |
| **E-mail:** |  |

|  |  |
| --- | --- |
| Quarterly Report |  |
| Semi-Annual Accomplishment Report |  |
| Annual Accomplishment Report |  |

1. **Compare actual accomplishments to objectives established as indicated in the workplan. When the output can be quantified, a computation of cost per unit is required when useful.\*(***Use a narrative or insert tables to document completed work. Document work accomplished by the cooperator, as determined by the objectives in the work plan***).**

* **Activities:**
  + **Committee Service:**
  + **Other Survey Work:**
* **Outreach and Education:**
  + **Interviews (TV/Radio/Newspaper/Magazines):**
  + **Outreach materials (Pamphlets/ brochures/ posters):**
  + **Publications:**
  + **Public Service Announcements (PSA):**
* **Meetings:**
  + **Conference calls:**
  + **Conferences:**
  + **Webinars**
* **Training:**
* **Other:**

1. **If appropriate, explain why objectives were not met.\*(***Provide a narrative in this section if the stated objectives from work plan are not completed. For example: if a survey or other activity was delayed or cancelled due to weather or other factor indicate the reasons here.***)**
2. **Where appropriate, explain any cost overruns or unobligated funds in excess of $1,000. \* (**Required for Final Reporting. Report on semi-annual report if information is available.**)**
3. **Supporting Documents (**if applicable**)**

**\**indicates information is required per 7 CFR 3016.40 and 7 CFR 3019.51***

**Approved and signed by**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Cooperator**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: ­­­­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ADODR**