



## INTERIM REPORT

Community Partner: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Project Title: \_\_\_\_\_

Grant Period: \_\_\_\_\_

Reporting Period: \_\_\_\_\_

1. Please list the primary goals identified in the proposal and describe the progress made toward meeting each goal, including specific examples. Please explain any variance from your goals or expected progress. Use additional pages, if necessary.
2. Has the timeline, budget, approach, or plans changed from what was described in your original proposal? If yes, please explain. Use additional pages, if necessary.
3. What is the response of the community or clients to the Project thus far?
4. Please describe any unanticipated challenges encountered with this Project thus far and explain how those challenges will be addressed.
5. Describe specific successes achieved thus far that demonstrate the positive impact of the Project and make it a worthwhile endeavor.
6. Describe any changes to the grant performance objectives and activities that you wish to make at this time.
7. Please complete the Interim Project Budget form to indicate year-to-date Project actuals (spent or encumbered) for each cost category of the proposal. Please explain in the Notes section: (1) any changes anticipated or incurred in the Project budget since the original proposal was submitted; and (2) update funding sources for the Project.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Contact number: \_\_\_\_\_

Title: \_\_\_\_\_

Please email signed copy to your Impact Austin Community Partner Liaison

Accepted by Impact Austin by \_\_\_\_\_ on \_\_\_\_\_ date.