



# FINAL PERFORMANCE REPORT

**Circle One:** Neighborhood Support Program      OR      Neighborhood Business District

Organization Name: \_\_\_\_\_ CONTRACT NO: \_\_\_\_\_

Report Submitted by: (Print Name) \_\_\_\_\_

Signature: \_\_\_\_\_ YEAR: \_\_\_\_\_

**Instructions:** Prepare one (1) report form for each project. Describe how well you are meeting your goals. Discuss any problems (if any) in fulfilling the terms of your contract, indicate budget, year-to-date expenditures for each project, and the ending balance. Identify the number of volunteer hours provided for each project. Attach photographs and other documentation as appropriate.

Project Number & Title: \_\_\_\_\_

Original Project Budget \$ \_\_\_\_\_ Y-T-D Expenses:\$ \_\_\_\_\_ Volunteer Hours: \_\_\_\_\_

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PROJECT DESCRIPTION:

PROBLEMS WITH THE PROJECT:

EVALUATION OF SUCCESS OF PROJECT (Explain why you feel this project is a success or failure. What do you base this assessment on?):

ADDITIONAL COMMENTS: