**NOAA OAP Education Mini-Grant**

**Progress Report Template**

General Information:

Project Title:

Funded Institution/Program:

PI Name(s):

Phone:

Email Address:

Dollar amount of the award (federal and non-federal match, if applicable):

Project Website (if applicable):

Reporting Period Information:

Award & Reporting Period: From \_\_\_\_\_\_\_\_To \_\_\_\_\_\_\_\_

Progress/Performance Narrative:

Tasks & Timeline *(For any milestones that are delayed please include a narrative description here describing why they are delayed and how you plan to mitigate those delays/challenges in order to complete the project.)*

Project Results & Next Steps:

*(This section should include any results to date, any anticipated outcomes from the project, key partnerships that have been made to advance the project if applicable and next steps)*