



Eastern Oregon Visitors Association

REGIONAL GRANTS PROGRAM

Mid-Project Update

Please return completed form to EOVA at info@visiteasternoregon.com. Questions? Please email info@visiteasternoregon.com or call 541-970-4551.

The mid-project update should also include an updated project timeline and project budget.

Project Information

Project Title	
Project Grant No.	EORGPFY_____
Amount Awarded	Total Project Cost
Grant Applicant	
Grant Contact <i>if different than applicant</i>	
Estimate the percentage of the project which has been completed:	_____%
When do you expect to have the project completed? <i>Please include month and year</i>	_____
<p><u>BRIEFLY DESCRIBE THE PROJECT:</u> Please update below the current status of your project as it related to the initial scope. Are there additions and/or modifications?</p>	
<p><u>PROJECT GOALS AND OBJECTIVES:</u> Briefly summarize the original goals and objectives of the project. Are there additional goals and objectives to include?</p>	
Are there any particular challenges or successes you've encountered?	YES NO

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If YES, please explain:

Have you experienced any major changes on any of your approved budget income or expense line items? If so, please explain (Keep in mind that all changes to your budget greater than \$100 must be approved by EOVA):

PROJECT OUTCOMES: Briefly summarize the original project outcomes. Does your modification in scope change your project outcomes? If yes, please explain and include how new project outcomes will be identified.

GENERAL COMMENTS/FEEDBACK?

Please attach any proofs, copy, and/or drafts of your grant project so that we may take a look.

Signature

Signature of the Person Submitting this Form

Name

Name of the Person Submitting this Form (print)

Date of Signature

MM DD YY

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Mid-Project TIMELINE:

DATE	DELIVERABLE	MEASURE OF SUCCESS

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Mid-Project BUDGET:

INCOME				
	BUDGET		Actual	
	Cash	In-Kind	Cash	In-Kind
<i>EO Regional Grant Program Budget Template</i>				
OTHER INCOME				
SUB TOTAL INCOME	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL INCOME	\$0.00		\$0.00	

COMPLETE "BUDGET" COLUMNS (C & D) ONLY FOR APPLICATION. LEAVE "ACTUAL" COLUMNS (F & G) BLANK FOR GRANT APPLICATION (ONLY USE ONCE AWARD IS MADE TO TRACK ACTUAL INCOME/EXPENSES)

EXPENSES				
LINE ITEM	BUDGET		Actual	
	Cash	In-Kind	Cash	In-Kind
1				
2				
3				
4				
5				
6				
7				
8				
9				
SUB TOTAL EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$0.00		\$0.00	

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