

Recipient: \_\_\_\_\_

Grant #: \_\_\_\_\_

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

## Progress Report for Remedial Action Grants

Invoices and Progress Reports must match the Tasks in the Award

Project Task as listed in the Grant Award	Narrative Description of Activities Accomplished; Deliverables; Status

I certify that all sampling data collected has been submitted to the DEPARTMENT in both printed and electronic formats in accordance with WAC 173-340-840(5) and the DEPARTMENT'S Toxics Cleanup Program Policy 840: Data Submittal Requirements.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Printed name: \_\_\_\_\_

Recipient: \_\_\_\_\_

Grant #: \_\_\_\_\_

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

Explain any variations from Tasks and Expenditures planned this reporting period. Indicate what affect variations may have on the remedial action schedule and grant budget.

Identify challenges and deviations from the Scope of Work that were encountered during the reporting period and resolutions that were or will be implemented.

Provide up-to-date information on points of contact should there be any changes since the last reporting period.

**The following information is needed from the financial/legal contact.**

Have there been any insurance settlements or contribution actions to date? Yes \_\_\_ or No \_\_\_

If yes, please explain in detail, including amounts received and party settlement was with.

Name of Fiscal Officer responsible for receiving payments: \_\_\_\_\_

Telephone number where Fiscal Officer can be reached: \_\_\_\_\_

*If you require this publication in an alternate format, please contact the Waste 2 Resources Program at 360-407-6900 or TTY 711 or 1-800-833-6388.*