**UTAH DIVISION OF FORESTRY, FIRE & STATE LANDS**

**2021-2022 OUTDOOR CLASSROOM GRANT**

**OFFICIAL FINAL REPORT FORM: *DUE BEFORE MAY 24, 2022***

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| **NAME OF PROJECT AND SCHOOL/ ORGANIZATION:** |
| **PROJECT COORDINATOR/ CONTACT PERSON:** | **TITLE:** |
| **MAILING ADDRESS:**  |
| **City:**  | **State:**  | **Zip Code:**  |
| **WORK PHONE:**  | **ALTERNATIVE PHONE:**  |
| **E-MAIL:**  | **FAX:**  |

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| **TOTAL PROJECT COST** *(Include all cash, labor, donations, volunteer hours, etc.)***: $** |
| **GRANT AMOUNT AWARDED:****$** | **TOTAL COMMUNITY MATCH:****$** |
| # OF VOLUNTEER HOURS:       | TOTAL VALUE OF VOLUNTEERS: $      |
| # OF TREES PLANTED (*If applicable*):       |

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| **SUMMARY OF PROJECT PROCESS AND OUTCOMES:*****Include details on project proceedings and accomplishments in narrative below.*** |
|      ***Additional narrative and supplemental material may be provided on separate, attached sheets.*** |
| **COST SUMMARY:**1. ***Itemize ALL eligible costs, cash and in-kind contributions and donations and input in attached Budget Calculation Form***
2. ***Attach all supporting materials (invoices, receipts, volunteer log, etc*.)**
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| **SUPPORTING DOCUMENTATION:*****Include a photo of project below.******Attach all documents that were developed as a result of the grant (educational materials, etc.)*** |
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| **TREE PLANTING, PRUNING AND REMOVAL PROJECTS:**     ***Required – Attach an aerial photo (or map) of project with final locations of newly planted trees (labeled with correct species descriptions), locations of trees that received maintenance and/or locations of trees that were removed.*** |

Email final report and documentation as a PDF document to **jlfarley@utah.gov**

Phone: (801) 330-7976