

FUTURE FISHERIES IMPROVEMENT PROGRAM PROJECT CLOSE-OUT FORM

Applicant: _____ Project Name: _____
 Project Number: _____ (assigned by FFIP officer)

FFIP FUNDING

Original Request: \$ - Grant award: \$ - Expended: \$ -

Basic justification of changes to approved funds (including overruns, under budget, etc.):

MATCHING FUNDS (dollars and in-kind)*

Original match proposed (\$, total): _____ Modified total match (\$, final): _____

Basic justification for changes, including grants obtained, denied, or modified:

CONTRIBUTOR (FINAL, SECURED)	IN-KIND SERVICE	CASH	TOTAL
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
TOTAL	\$ -	\$ -	\$ -

Explanation of calculations used for in-kind services (e.g., work type, hrs, cost/hr):

TOTAL PROJECT COST SUMMARY*

APPLICATION TOTAL PROJECT COST \$ - FINAL TOTAL PROJECT COST \$ -

Project Summary (please provide updated budget information that can be compared to original project application)

WORK ITEMS	FFIP dollars used	Other funds used	Total cost	Comments
Personnel	\$ -	\$ -	\$ -	
Travel	\$ -	\$ -	\$ -	
Construction materials	\$ -	\$ -	\$ -	
Equipment	\$ -	\$ -	\$ -	
Mobilization	\$ -	\$ -	\$ -	
Subtotal	\$ -	\$ -	\$ -	

CHANGES MADE TO PROJECT SCOPE, OTHER COMMENTS:

*DOCUMENTATION REQUIREMENTS: Please include evidence of matching funds secured, as well as summarized total project costs. Individual receipts are not required, but will be accepted. Itemized bills or summary descriptions of total project costs are encouraged. Verification of total project cost is required to release funds.

FOR FINAL PAYMENT, BEFORE AND AFTER PHOTOS MUST BE PROVIDED & THE SITE MUST BE INSPECTED BY APPROVED FWP STAFF

By signing this form, I certify to the best of my knowledge and belief that this form is true, complete, and accurate, and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the project application and agreement. If this form is signed by the Applicant and Future Fisheries Program Officer, it will serve as an amendment to the project agreement and validate any changes to the grant award project costs, and/or matching funds (if applicable).

Signature (Project Applicant)

Signature (Future Fisheries Program Officer)