



FINAL PROJECT REPORT

California State Parks Division of Boating and Waterways Quagga and Zebra Mussel Infestation Prevention Grant Program

Division of Boating and Waterways Grant Agreement No: _____

Report: Final / Progress Report 8

Reporting Period: _____

Submission Date: _____

Will you be submitting a Payment Request this Quarter _____

[Insert Title of the Project]

Grantee: _____

Address: _____

City, State, Zip Code: _____

Contact Name: _____

Telephone No: _____

Email Address: _____

Task Number	Title of the Task	Total Percent Task Completed
1.	(Insert Task 1 from the Scope of Work in the Grant Agreement. <i>e.g. Implement a Watercraft Inspection Program</i>)	<i>e.g. 100%</i>
2.	(Insert Task 2 from the Scope of Work in the Grant Agreement. <i>e.g. Develop a QZ Outreach Program</i>)	<i>e.g. 100%</i>
3.	(Insert Task 3 from the Scope of Work in the Grant Agreement. <i>e.g. Conduct early-detection monitoring</i>)	<i>e.g. 100%</i>

- For Tier 2- Implementation Projects Only-please also report on other grant requirements. If your agency has participated in any of the three required outreach events during this reporting period, please attach the completed Outreach and Education Event Report Template (available on our QZ Grant Program webpage: http://dbw.parks.ca.gov/?page_id=29256) to this report.



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Description of Work Completed during the Reporting Period

[Write out all tasks and subtasks as listed in the Scope of Work under the Grant Agreement and report the progress completed for each]

Task # 1 and Title:

For each task, identify the work that was completed during the reporting period including milestones achieved, any issues encountered, inspections and early-detection mussel monitoring data (if applicable). If work was not completed on the task indicate that "Progress was not completed on this task because..." and give a brief explanation why.

Deliverables: Name the Deliverables for each task completed as listed in the Scope of Work within the Grant Agreement.

Task # 2 and Title:

For each task, identify the work that was completed during the reporting period including milestones achieved, any issues encountered, inspections and early-detection mussel monitoring data (if applicable). If work was not completed on the task indicate that "Progress was not completed on this task because..." and give a brief explanation why.

Deliverables: Name the Deliverables for each task completed as listed in the Scope of Work within the Grant Agreement.

Task # 3 and Title:

For each task, identify the work that was completed during the reporting period including milestones achieved, any issues encountered, inspections and early-detection mussel monitoring data (if applicable). If work was not completed on the task indicate that "Progress was not completed on this task because..." and give a brief explanation why.

Deliverables: Name the Deliverables for each task completed as listed in the Scope of Work within the Grant Agreement.

Task # 4 and Title:

(Same as above)



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Per the Grant Agreement’s Exhibit B, Section E (4): The Grantee shall prepare and submit electronically to the DBW Grant Administrator, a Final Project Report for review and comment that includes and addresses the following narrative sections and items:

The report shall include the following:

1. **(DBW: If the Project is Tier 1, include the following section (a-h) and remove the next section.)** FINAL PROJECT REPORT. The Grantee shall prepare and submit electronically to the DBW Grant Administrator, a Final Project Report, in accordance with the deadline in Exhibit A, Section B, Table of Deliverables, which includes and addresses the following narrative sections and items, and addresses DBW’s comments on the Draft Final Report, if any.
 - a. Include GPS coordinates of the reservoir(s) and the Project site/location if more specific than the reservoir(s) location(s).
 - b. Provide Early-Detection Mussel Monitoring Data using the methods and frequency specific to the reservoir(s) risk of establishment (See Exhibit A, Section A (5)).
 - c. Describe Project performance including; benefits, successes, and shortcomings. Document environmental changes and results of the Project.
 - d. Identify lessons learned in carrying-out the Project. Describe what worked and what did not work, and how similar efforts could be utilized within the Project area, as well as other reservoirs.
 - e. Describe the Project’s funding. Include the projected cost and actual cost of the Project, how much of the grant funds were spent, and how much funding was put into the Project from other sources. Identify funding sources that have been “leveraged” by the Project and plans for funding future activities.
 - f. Identify planned or potential follow-up activities, such as any additional activities necessary to achieve prevention and protection of the reservoir from a QZ mussel introduction.
 - g. A list of the tasks and deliverables as outlined in the Scope of Work and Table of Deliverables.
 - h. Any additional information that is deemed appropriate by the Grantee or DBW.



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2. (DBW: If the Project is Tier 2, include the following section (a-h) and remove the next section.) FINAL PROJECT REPORT. The Grantee shall prepare and submit electronically to the DBW Grant Administrator, a Final Project Report, in accordance with the deadline in Exhibit A, Section B, Table of Deliverables, which includes and addresses the following narrative sections and items, and addresses DBW's comments on the Draft Final Report, if any.
- a. Include GPS coordinates of the reservoir(s) and the Project site/location if more specific than the reservoir(s) location(s).
 - b. Provide Early-Detection Mussel Monitoring Data using the methods and frequency specific to the reservoir(s) risk of establishment (See Exhibit A, Section A (5)).
 - c. Describe Project performance including; benefits, successes, and shortcomings. Document environmental changes and results of the Project. As appropriate include; 1) results such as inspections, decontamination to lower the risk of a QZ mussel introduction 2) document public knowledge and acceptance of the Prevention Program, 3) estimate and summarize the amount of inspections, surveys, decontamination etc. 4) document any potential infestation as a result of the implementation of measures, and 5) improvement in the prevention of introduction.
 - d. Identify lessons learned in carrying-out the Project. Describe what worked and what did not work, and how similar efforts could be utilized within the Project area, as well as other reservoirs.
 - e. Describe the Project's funding. Include the projected cost and actual cost of the Project, how much of the grant funds were spent, and how much funding was put into the Project from other sources. Identify funding sources that have been "leveraged" by the Project and plans for funding future activities.
 - f. Identify planned or potential follow-up activities, such as any additional activities necessary to achieve prevention and protection of the reservoir from a QZ mussel introduction.
 - g. A list of the tasks and deliverables as outlined in the Scope of Work and Table of Deliverables.
 - h. Any additional information that is deemed appropriate by the Grantee or DBW.
 - i. Report all mussel preventative measures/activities in the managed reservoir including, but not limited to: installation of equipment, construction, inspection program, education and monitoring activities.



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- j. If DBW is funding inspection/decontamination activities, then ramp monitor contact data must be included.

- k. Describe the extent of outreach that has been conducted and if there are plans to further promote the results of the Project to achieve additional implementation. Include lessons learned from survey results. Include the approved Survey Plan and Survey results as well as the three required outreach events and the corresponding completed Outreach and Education Event Report for each.

- l. Include appropriate before and after photos and graphics, as appropriate.