

# ACCOMPLISHMENT/PROGRESS REPORT TEMPLATE

APPLICABLE TO CALIFORNIA FISH PASSAGE FORUM (CFPF) FUNDED PROJECTS, ADMINISTERED BY USFWS

- I. Project/Program Title:**
- II. USFWS Grant Number:**
- III. Dates covered by this report (check appropriate quarter):**  
Jan–June \_\_\_\_\_ July–December \_\_\_\_\_
- IV. Date report submitted:**
- V. Briefly summarize (2-3 sentences) overall progress/accomplishments during the applicable quarter:**
- VI. Task-specific/deliverable updates** (for each task in the cooperative agreement, provide a brief update on progress; provide brief update on significant work toward, or completion of any deliverables from the cooperative agreement):
- VII. Any significant developments beyond those reported for specific tasks/deliverables:**
- VIII. Any delays/issues that are impacting or may impact progress of the project:**
- IX. Summary of invoices/charges to the agreement** (include amount and date of any invoices submitted for payment under the agreement, that occurred during the quarter. Optionally, include a summary of charges incurred during the quarter that will be invoiced during the next quarter):  
  
**Anticipated work in next six months:**
- X. Additional information** (include pictures, documents, presentations, or similar outputs that were developed during the quarter related to the project and a summary of any outreach activities or significant meetings):

Submit reports to Lisa DeBruyckere, Coordinator, California Fish Passage Forum ([lisad@createstrat.com](mailto:lisad@createstrat.com))