APPENDIX G

MID-YEAR PROGRESS REPORT LSTA GRANTS 2015 – 2016

Due: March 2, 2016

Project Title	
Project # -	Date
Person Completing Report	
the progress that has been made since you started	budget update page. You may use bullet-points to note d your project. Begin by briefly noting any changes in ertaken to date, and include any outputs, anecdotes, or
On the last page you will complete a budget summapproved by the State Library. On the right side, you	
Changes in original project (List any changes in your project that differ from the original the changes have been or will be implemented. If applications are the changes have been or will be implemented.	ginal grant application. Include a brief explanation as to why able, include what affect this will have on your budget.)
	the project. Refer to your original grant application and note if itted. Please note any adjustments to the timeline and/or
Project outputs (Measures of products, activities, or services provided to photos digitized, or workshop participants. What outputs applicable or do they need to be refined?)	o date, such as number of borrowers, materials purchased, s did you list in your grant application? Are these still

Anecdotal results

(Stories, comments, feedback, or other non-measurable results from the project to date. Are you using any informal evaluation methods to gauge your progress or success?)

BUDGET SUMMARY

ORIGINAL PROPOSAL BUDGET

The <u>original</u> approved and awarded budget amounts should be included on this side.

ACTUAL PROJECT EXPENDITURES

The <u>current</u> budget expenditures to date should be recorded on this side

on this side.				recorded on this side				
CATEGORY APPROVED AND AWARDED	GRANT AWARD	LOCAL CASH MATCH	LOCAL IN-KIND MATCH	TOTAL	LSTA MONEY SPENT	LOCAL CASH SPENT	LOCAL IN-KIND SPENT	TOTAL
Personnel								
Salaries								
Benefits								
Consultant Fees								
Services								
Operating								
Advertising								
Telephone/Data								
Supplies								
Photocopying & Printing								
Postage & Shipping								
Travel								
Food	XXX				XXX			
Books								
Project Evaluation								
Technology								
Computer Equipment								
Computer Accessories								
Other equipment								
Software								
Capital Expenditures								
Furniture								
Equipment >\$5,000								
TOTAL								