

North Carolina Urban and Community Forestry Grant Program  
**MID-YEAR STATUS REPORT**

Covering activities from start of contract through February 2014  
Due March 1, 2014

Mail or Fax to  
NC Forest Service, U&CF Grant Program  
1616 Mail Service Center, Raleigh, NC 27699-1616  
Fax: 919-857-4805

Grant # UCF-14-\_\_\_\_\_ Contract # \_\_\_\_\_

Organization \_\_\_\_\_

Person Reporting: Name \_\_\_\_\_ Title \_\_\_\_\_

Phone # \_\_\_\_\_ email \_\_\_\_\_

*Briefly respond to the following. Attach additional sheets of paper if needed.*

1. Has any contact information changed (grant coordinator, phone, address, email, etc.)? \_\_\_\_\_  
If "Yes", please provide updated information.
2. Is the project on schedule and do you anticipate completion by 31 August 2014? \_\_\_\_\_  
If "No", please explain.
3. Will any modifications to the budget, to the scope of work, or to planned accomplishments be needed? \_\_\_\_\_ If "yes", please explain.
4. Provide a brief status report of accomplishments or progress to-date (bullet list or short sentence):

**If you answered "No" to #2 or "Yes" to #3, requests for time extensions, budget modifications, and any changes to the scope of work, or planned accomplishments must be submitted in writing by July 1, 2014. Along with a request letter on city or organization letterhead, please also submit a revised Budget Proposal Form and Schedule/Timeline.**