



# Semiannual Progress Report

Progress reports are due April 15<sup>th</sup> and October 15<sup>th</sup>. These reports, submitted to NOAA, summarize the progress of your project during either the October 1 – March 31 or April 1 – September 30 time period.

Please submit this form electronically to:

[april.bahen@deq.virginia.gov](mailto:april.bahen@deq.virginia.gov)

**YOU DO NOT NEED TO SUBMIT A HARD COPY**

NOAA Grant #:	NA	Grant Year:		Task #:	
Progress for the period:	October 1, _____ – March 31, _____		April 1, _____ – September 30, _____		
Agency/Locality:					
Project Title:					

**NARRATIVE:** Please confine your summary to the space provide below. Do not write in the first person and clearly define the “staff” who worked on the project (i.e.: “HRPDC negotiated a meeting with...”) Simply saying “staff” indicates VA CZM staff. Include references to progress made on each deliverable. Please include the **Web address** to any related information available on-line.

SUBMIT

ELECTRONICALLY

Final Products	% Completion	Anticipated Completion Date

