

# Firewise and Urban Interface Grant Program Final Accomplishment Report

Final Accomplishment Report must accompany final Request for Reimbursement. The final report and request must be submitted no later than 30 days after contract-end date.

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

Grant # FUI- \_\_\_\_\_ - \_\_\_\_\_ Contract # \_\_\_\_\_

Organization: \_\_\_\_\_

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

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

## **Part I: Accomplishments** (*complete only those applicable to your project*)

### **Tree Planting**

# Trees planted \_\_\_\_\_ # Seedlings planted \_\_\_\_\_

### **Education and Outreach**

Type of education or training programs conducted \_\_\_\_\_

Number of education or training programs conducted (classroom and/or field instruction) \_\_\_\_\_

Total # participants \_\_\_\_\_ Total hours of instruction (all presentations added together) \_\_\_\_\_

Type of outreach (radio, newspapers, signage, safety materials, etc.) \_\_\_\_\_

Total # of publicity efforts \_\_\_\_\_ Estimated audience # \_\_\_\_\_

### **Volunteer Participation**

Total number of volunteers involved in all aspects of the project \_\_\_\_\_

Estimated total volunteer hours \_\_\_\_\_

### **Urban Interface Forest Management Projects**

Was a tree inventory or natural resource assessment conducted, or plan prepared? \_\_\_\_\_

If yes, what type of inventory, assessment or plan? \_\_\_\_\_

(Describe what practices were implemented, actions were taken, # acres were involved in Part II of report)

Was a new Forestry Management Group or other committee formed, or an inactive board reactivated? \_\_\_\_\_

### **Community Wildfire Hazard Mitigation Projects**

Type of assessment completed (community, individual home, GIS mapping) \_\_\_\_\_

# of assessments \_\_\_\_\_

Practices carried out as part of project (fuel reduction, firebreaks, access roads, fuel treatments, dry hydrants, other) \_\_\_\_\_

## **Part II: Accomplishment Narrative**

Please attach a separate sheet(s) of paper and provide a summary of this project **in your own words**. The following questions are provided as a guide to your accomplishment report. Please highlight any successes and/or issues encountered during the project:

1. Look back at the application you submitted and read over the original goals and objectives.
  - Did you accomplish what you agreed to do?
  - Were the goals and objectives satisfied?
  - If not, please explain why.
  - **Describe the goals and objectives that were accomplished and how you achieved success.**
2. Pertaining to the goals of the Community Firewise and Urban Interface Grant Program, explain the impacts this project has had on the following, as applicable:
  - How has this project helped establish or strengthen a community forestry program in your city or town?
  - How has this project supported the Firewise management concepts in your community?
  - How has this project been successful in promoting volunteerism, multi-cultural awareness, cooperation, and partnerships in implementing forest management and fuel management programs?
  - How has this project helped improve an understanding of the benefits of protecting homes and structures, through the reduction of fire hazards and threats?
  - How has this project helped implement proper forest health management strategies in your community?
  - How has this project helped enhance the technical skills of individuals to improve community forest health or reduce the threat and risk from wildfires?
  - How has this project had a positive impact on city government leaders, elected officials, business owners, homeowners or others?
3. Show us what was accomplished. (Include photos, newspaper articles, etc.). For Community Firewise Project Grants, digital photos may be emailed to [Gary.Wood@ncagr.gov](mailto:Gary.Wood@ncagr.gov). For Urban Interface Project Grants, digital photos may be mailed to [Nancy.Stairs@ncagr.gov](mailto:Nancy.Stairs@ncagr.gov).

## **Part III: Additional Documentation Required**

If applicable to your project, the following documentation is required before final payment can be authorized.

1. **Three** (3) clean, final copies of all **materials** printed, published, or otherwise developed through this grant. This may include management plans, planting design plans, reports, inventory summaries, brochures, publications, newsletters, videos, training manuals, etc. These items can also be submitted via email. For extensive, bulky or costly documents and products, only one copy is required. Please call your Contract Administrator if you have questions regarding materials to be submitted.
2. Site Specific Projects: (including tree planting, access point construction, demonstration projects, etc). Enclose a few photos documenting on-the-ground accomplishments. Please contact your Contract Administrator if you have questions about submitting photos of your accomplishments.

Remember, it is appropriate to use grant funds for costs involved in satisfying the final reporting requirements.