



# 50% Progress Report

This report should be completed and submitted to document each grantee’s progress towards having 50% of awarded funds encumbered by the deadline of **August 29, 2025**. Encumbered funds includes all funds reimbursed to date or allocated to a contract with a contractor, engineering firm, or other entity hired to assist in completing the StRAP project (even if no payments have been made to the contractor yet).

Submit completed report to: [strap.report@ncagr.gov](mailto:strap.report@ncagr.gov)

**Due NO LATER than August 29, 2025**

|   |  |
|---|--|
| <b>Grantee</b>                                  |  |
| <b>Contract Number</b>                          |  |
| <b>Date of Report</b>                           |  |
| <b>Form Completed by<br/>(Name &amp; Title)</b> |  |
| <b>Email Address</b>                            |  |

## SECTION 1: FINANCIAL REPORTING

|  |  |            |           |
|--|--|------------|-----------|
| Amount of StRAP Contract:<br><i>(Between grantee and NC Division of Soil &amp; Water Conservation)</i> |  |            |           |
| Amount of funds encumbered:<br><i>(under contract with contractors, engineering firms, etc.)</i>       |  |            |           |
| <b>Does this amount equal at least<br/>50% of StRAP Contract</b>                                       | <table border="0"> <tr> <td style="padding: 0 20px;"><b>YES</b></td> <td><b>NO</b></td> </tr> </table> | <b>YES</b> | <b>NO</b> |
| <b>YES</b>   | <b>NO</b>  |            |           |

- If you answered **YES**, complete section 2 and 3 of this report.
- If you answered **NO**, completed section 2 and 4 of this report.

## **SECTION 2: CONTRACT INFORMATION**

For **each** contract provide the following information (Attach additional pages as necessary):

- Name and address of contractor
- Amount of contract
- Their involvement in the StRAP project (what stream sections they will complete, what engineering designs they will complete, etc.)
- Date contract was signed
- When is work expected to begin

**SECTION 3: PROGRESS REPORT**  
**(If 50% goal has been met)**

*Provide a detailed update on all work that has been completed since the contract with NC Division of Soil & Water Conservation was signed. This should be a detailed report that provides an update on both on-the-ground work, as well as all other tasks completed on the project (contacting landowners, bidding projects, drafting engineering designs, etc.). Attach additional pages as necessary.*

By signing the report below, I certify that to the best of my knowledge and belief the report is true, complete and all expenditures reported are for appropriate purposes.

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**SECTION 4: Progressing toward 50% goal  
(If 50% goal has NOT been met)**

*If you do not have 50% of project funds under contract, please provide a detailed explanation of why this has occurred and what is being done to move the project forward. Provide details on the next steps and information on when you expect to have 50% of the award under contract. Attach additional pages as necessary*

Work Completed on Project to Date:

Reasons 50% Goal was not reached:

Details of project timeline moving forward:

By signing the report below, I certify that to the best of my knowledge and belief the report is true, complete and all expenditures reported are for appropriate purposes.

\_\_\_\_\_  
Printed Name and Title Date

\_\_\_\_\_  
Signature