**Section 974.150 Grant Reporting**

a) Grantees shall submit written reports of the progress toward achieving objectives as set forth in this Section or in accordance with the grant agreement.

b) Reports shall include the following:

1) A description of the current status of the grant project in accordance with the time frames set forth in the grant agreement;

2) Documentation of the progress in meeting each program objective in accordance with the time frames set forth in the grant agreement;

3) Rationale for any proposed revisions in the evaluation methods or monitoring plan;

4) A listing of expenditures of the grant funds and a comparison of the actual expenses to the budget projections and time frames set forth in the grant agreement;

5) A projection of methods and time frames needed to accomplish the pending objectives within the time frame remaining (except for the end of project report); and

6) A summary at the close of the grant period of the achievements and conclusions derived as a result of the project.