1.0 Comprehensive Final Report Form

Projects receiving financial assistance through the MMDP are required to provide a final, comprehensive report detailing the project's achievements during the agreement term. The final report is due within 30 days of the end of the project. ***The program will not release equipment liens until it has received this final report.***

Project Name

Project Accomplishments
Describe the goals your project accomplished.

Project Successful
Overall, do you feel that this project was successful? Why or why not?

Product/Material Processed	
List the type and amount of product(s) or material(s) processed ***during the project period***.	
Type of Product or Material	**Amount**

Product/Material Sold	
List the type and amount of product(s) or material(s) sold ***during the project period***.	
Type of Product or Material	**Amount**

Total Diverted	
List the total project tons diverted ***during the project period***.	
Type of Material Diverted	**Tons Diverted**

Jobs Created				
List the total number of employees hired ***during the project period***.				
Title or Type of Jobs Created	**Number of Jobs Created**			
		☐ FTE		☐ PTE
		☐ FTE		☐ PTE
		☐ FTE		☐ PTE

Signature

Authorized Official Signature	Title	Date

Prepared by (if different than signatory):

Name	Email	Phone