

Quarterly Progress Report Form - Oil Spill Recovery Institute

This report shall be e-mailed to the OSRI Research Program Manager (wspegau@pwssc.org) and copied to the Financial Office (poswalt@pwssc.org)

Deadline for this report: All grants shall submit this report within 30 days of the end of the calendar year quarter.

Today's date:

Name of awardee/grantee:

OSRI Contract Number:

Project title:

This report covers	_____ Oct.-Dec.	1 st quarter
	_____ Jan.-March	2 nd quarter
	_____ April-June	3 rd quarter
	_____ July-Sept.	4 th quarter

PART I - Progress Report on Activities

In a short paragraph (3-10 sentences), please describe project activities since your last report.

Describe any existing or potential problems with the project. If a change in budget or scope of work is required, please explain.

Describe any presentations given this quarter and the status of manuscripts submitted, accepted, or published.

Part II - Budget Report

Please complete the attached Excel spreadsheet (GPM-Appendix I – Fin Rpt Form).