



Weber County Commission
2380 Washington Blvd. Suite 360
Ogden, UT 84401

PROGRESS & COMPLETION REPORT

This report is due November 15th and May 1st or within 90 days of completion, which ever comes first. For EZ RAMP grants this report only needs to be sent when the project is complete. Please mail your report to RAMP Weber County Commission, 2380 Washington Blvd. Ogden, UT 84401 or fax to 801 399-8305 or e-mail to mcaldwell@co.weber.ut.us.

Please submit your report to the address listed above by the dates listed above. Failure to submit this report as required by contract will place the grant recipient in non-compliance with the contract and can adversely affect the grantee's ability to receive future RAMP funds.

Include in your report the following information:

Grant recipient

Project grant was awarded for (this is to identify specific grants for entities receiving more than on grant)

Grant year reporting for

Contact name

Contact daytime phone number

Mailing address

Street address, if different than mailing address

Detail listing of expenditures, grant award amount and unused grant amount

Detail of progress of project

Detail the projects impact on the community

Projected completion date or date of actual completion

Include a statement certifying that all RAMP fund expenditures have occurred in compliance with the RAMP contract.

Sign and date the report.

If you have questions regarding reporting requirements for your RAMP grant please contact Shelly Halacy in the Commission Office at 399-8406.

Thank you,

Weber County RAMP Committee