Complete the status report narrative questions below. After completing your narrative questions, save this document on your computer, and then submit the document via your Chesapeake Bay Trust Online account. You can access your account using this link https://www.GrantRequest.com/SID_1520.

1. Corps Member Information
   Name:
   Host Site:
   Mentor Name:

2. Summary of Activities
   Please provide the following information when summarizing your progress to date:
   a. Provide a brief overview of your accomplishments, including information about your specific projects and project outcomes. Use your work plan as a guide.
   b. Please compare your accomplishments to tasks identified in your work plan. Are tasks accomplished to date included in your work plan? Are certain work plan tasks not being tackled? If so, why?
   c. How is your progress on the capstone project? What is the limiting step, if progress is not on track? What are your next steps?
   d. List and describe any outreach, educational, or press activities (e.g. training, brochures, press releases, or public events) related to the project(s) in your work plan that have occurred. Please submit digital images, newsletter articles, or press clippings to supplement your written description.

   Do not forget to post on the Corps social media sites regularly and/or provide information and photos on your work and site visits to the Trust (tdrennan@cbtrust.org) for publication. Thank you!

3. Tracking Progress
   In addition to describing this reporting period in a narrative form in #2 above, the Trust would like to track your progress such that we can present a comprehensive picture of your success in the program. Copy and paste the projects and tasks from your Work Plan in Column 1, 2, and 3. Demonstrate the progress up to this reporting period of your major projects and tasks.

<table>
<thead>
<tr>
<th>Major Projects &amp; Tasks</th>
<th>Priority Level</th>
<th>On Schedule</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. [MAJOR PROJECT NAME]</td>
<td>High-Low</td>
<td>Yes, No but no concern, No but concern, or Complete (date of</td>
<td></td>
</tr>
</tbody>
</table>
4. Peer-to-Peer Site Visits

Please list the Name and Organization of any Corps Members you have visited:

<table>
<thead>
<tr>
<th>Name</th>
<th>Host Organization</th>
<th>Date</th>
<th>Activities conducted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please list the Name and Organization of any Corps Members who visited you.
5. Program Evaluation
   a. Describe the greatest success and the biggest challenge. What is your plan or what are you
doing to address the challenge?
   b. Do your Mentor and Host Organization meet expectations? Is the program progressing as
anticipated? What mid-course corrections should be applied, if any?

After completing your narrative questions, save this document on your computer and then submit the
document via your Chesapeake Bay Trust Online account. You can access your account using this link

DISCLAIMER: By submitting photos and videos in your final report, you are acknowledging ownership and
copyright of the photos and videos submitted. The copyright will remain with the photographer; however, the
Trust reserves the right to publish all items in publications, websites, advertising and promotional materials. You
also confirm that you have written consent from all subjects in the photos/video submitted including if any
subjects are minors under the age of eighteen.

You are required to submit this report online. Directions for submitting online:
   1. Sign into your account using this link https://www.GrantRequest.com/SID_1520 and the same
      username and password as when you applied.
   2. Once signed in click on the Requirements tab.
   3. If you do not see your requirement, use the dropdown on the right and in the middle of the page
to shift between “Show: New” and “Show: In Progress”.
   4. You should see below the yellow bar your Status Report link.
   5. Click on the Status Report link and follow the instructions.
   6. Once complete, click Submit & Review and make sure you have uploaded and entered all of
      the necessary information.
   7. If so, click Submit.

To confirm your requirement was successfully submitted use the dropdown to shift between “Show: In
Progress” and “Show: Submitted Requirements”. 