

# PROGRESS REPORT FORM 2017-2019

Recipient Name	Grant Number	Year	Quarter//Month
		<input type="checkbox"/> 2017 <input type="checkbox"/> 2018 <input type="checkbox"/> 2019	<input type="checkbox"/> Jul Aug Sep <input type="checkbox"/> Oct Nov Dec <input type="checkbox"/> Jan Feb Mar <input type="checkbox"/> Apr May Jun

Quarterly progress report outputs will now be entered into Ecology's EAGL system with each corresponding payment request.

The Progress Report form is provided as a tool for CLCP recipients to summarize quarterly totals from your *CLCP Daily Worksheet Form ECY 030-54* or equivalent tracking system. Once completed, you may upload this form as an attachment into EAGL. Please complete the following seven output fields:

1. **HOURS WORKED:** This includes all hours worked, including supervisors, paid staff, volunteers, work-release, in-custody etc.

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2. **MILES CLEANED:** Cleaning one mile of both shoulders of a two-lane highway equals two road miles cleaned. Along a divided highway, cleaning both shoulders and a median for one mile equals four road miles cleaned. Miles cleaned includes all public roads – federal, state county, city etc.

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3. **ACRES CLEANED:** Estimate number of acres cleaned all public lands – federal, state county, city etc. Acres cleaned include areas such as parks, recreation points, wilderness areas, beaches etc. Acres should not include roadway shoulders or medians.

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4. **NUMBER OF ILLEGAL DUMPS CLEANED:** Total number of illegal dumpsites cleaned, including state, local, and private property(one-time cleanup).

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5. **POUNDS OF LITTER COLLECTED:** Total pounds of litter debris collected, *excluding recycling*. One full bag = 2.2 cubic feet = 15 pounds.

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6. **POUNDS OF ILLEGAL DUMP MATERIAL COLLECTED:** Total pounds of illegal dump debris collected from public areas, *excluding recycling*.

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7. **POUNDS OF MATERIAL RECYCLED:** Total pounds of all material recycled.

NOTE: Do *not* double count recycled material. Recycled material should be recorded in field #7 only, regardless of whether it was collected during litter or illegal dump work.