

**Coordinated Prevention Grants  
Final Performance Analysis (FPA) - 2006-2007**

**Deadline: February 15, 2008 (Regular Cycle) and February 15, 2009 (Off-Set Cycle)**

Please complete an FPA and include it with your final payment request. Ecology will not issue final payment until an FPA is sent to your Ecology regional grant officer. (Use the F11 key to navigate text fields.)

**2006-2007 GRANT INFORMATION**

Recipient:	
Recipient Contact:	
Grant Number:	
Total CPG Funds Awarded in 2006-2007:	\$
Total CPG Funds Used in 2006-2007:	\$
Total Local Contribution (25% Match or more) in 2006-2007:	\$

**PROJECT ANALYSIS**

Please complete a Project Analysis Worksheet for every grant project funded by the CPG Program. Please make copies of the blank worksheet and use as many as you need to describe all of your projects.

The CPG Program requires you to report only on projects that are funded by CPG. However, we strongly encourage you to report on all waste reduction, recycling and/or solid waste enforcement projects you performed.

Ecology will compile the information from all FPAs into the "CPG Biennial Report." The report will combine and summarize the environmental benefits of the CPG Program to determine if the program is complying with legislative audits and intent. Ecology will also use this information to give grant recipients a comprehensive picture of solid waste projects statewide (Information Clearinghouse project).

## Project Analysis Worksheet

<b>Category</b>					
<b>Project Title</b>					
CPG Grant #			OR <input type="checkbox"/> Not Funded By CPG		
New Project <input type="checkbox"/> OR Ongoing Project <input type="checkbox"/> Project End Date (if Applicable):					
Summarize or describe project (1-2 paragraphs):					
Estimated total project cost (over two years, includes local contribution):					
Estimated percentage funded by CPG (may be less than 75%):					
Expected outcomes (from grant agreement):					
Actual outcomes (numerical and/or narrative):					
Cost per unit outcome (see instructions sheet):					
Funding sources for this project other than CPG and normal local contributions (if applicable – see instructions):					
Project start date:					
Estimated staff time (FTEs):	<input type="checkbox"/> less than ¼ FTE	<input type="checkbox"/> ¼ to ½ FTE	<input type="checkbox"/> ½ to ¾ FTE	<input type="checkbox"/> ¾ to 1 FTE	<input type="checkbox"/> more than 1 FTE
Target audience (size and description):					
Method of evaluation and list of measurement tools used/created (how did you evaluate the success of the project?):					
Lessons learned (optional if not CPG funded):					

List of materials created (brochures, reports, displays, etc.):	
Partners involved (optional):	
Essential Academic Learning Requirement (EALR) created for school program (optional):	
Date Form Completed:	

Check here if you would like Ecology to highlight this project as a local “success story”

**Project Contact Information**

Name:	
Title:	
Phone Number:	
E-Mail Address:	
Website:	

*If you need this publication in an alternate format, please call the Solid Waste and Financial Assistance Program at (360) 407-6000. Persons with hearing loss can call 711 for Washington Relay Service. Persons with a speech disability can call 877-833-6341.*

ECY 070-116 (Rev. 01/08)

## **Instructions for Final Performance Analysis Project Analysis Worksheet**

Please see page one of the FPA for deadlines and additional instructions. Please remember to complete a separate worksheet for each project in your grant agreement.

### **Category:**

Indicate with which category this project is associated. This should be consistent with your CPG application form and your grant agreement.

### **Project Title:**

This should be consistent with the project title in your CPG application form and your grant agreement.

### **CPG Grant Number:**

Include your CPG grant number from your grant agreement (it is eight characters and should begin "G06....."). If you report on a project that was not funded in by CPG, please check the box for "not funded by CPG."

### **Indicate if New or Ongoing:**

If you are doing this project for the first time in this grant cycle, please check the box for "new project." If you have done this project in previous grant cycles, please check the box for "ongoing project." If this project has a definite end-date (you do not intend to do it again next cycle) please include that date.

### **Short Summary/Description:**

This should be consistent with the summary description from your CPG application form and grant agreement. Please update this summary if the scope of work of your project has changed since you applied for the grant.

### **Estimated Total Project Cost:**

Please provide an estimate based on the amount you spent on this task and the approximate percent that went toward this project. Include the amount you spent in matching dollars (which may be more than 25% of the total cost).

### **Estimated Percent Funded by CPG:**

Please estimate what percent of the total cost for this project was funded by CPG.

### **Expected Outcomes:**

This should be consistent with the outcomes described in your CPG application form and grant agreement. This may be numerical or narrative, depending on the nature of your project.

### **Actual Outcomes:**

This may be numerical or narrative, depending on the nature of your project. Please report on the actual outcomes you achieved.

### **Cost Per Unit Outcome:**

If your outcome was numerical, please calculate the estimated cost per unit outcome using the estimated total project cost divided by the outcomes.

**Funding Sources:**

If you used a funding source that is different than usual (in addition to your “normal” local funding sources and your CPG total), please tell us about it. This information may be valuable to other grant recipients.

**Date Project Started:**

Please indicate when you started doing this project. If you are not sure about the exact date an ongoing project started, please provide your best guess (for example, “our project started around 1999”).

**Estimated Staff Time (FTEs):**

Please indicate approximately how many FTEs it takes to implement this project each year. If it is more than 1 FTE, please indicate approximately how many FTEs. This is a rough estimate – please do not spend too much time trying to calculate an exact number.

**Target Audience:**

This should be consistent with your CPG application and grant agreement. Please update this section if the target audience has changed since your grant was written.

**Method of Evaluation:**

This should be consistent with your CPG application and grant agreement. Please update this section if your evaluation methods have changed since your grant was written. Also, list any measuring tools (such as surveys) that you used or created for this project.

**Lessons Learned:**

Please describe any important lessons (positive or otherwise) you learned while implementing this project. Please indicate whether or not these lessons are essential to read for someone else who wants to replicate this project.

**Materials Created:**

Please list any materials created for this project. Please send a copy of the materials you listed to your grant officer if you have not previously sent them.

**Partners Involved:**

Please identify any partners you worked with on this project, or partnerships that were developed because of this project.

**Essential Academic Learning Requirement:**

If your project fulfills and EALR, please indicate which one and provide any associated information that would be useful to someone else who wants to replicate this project.

**Date Form Completed:**

Please indicate when you completed this form.

**Success Story:**

Ecology wants to identify and highlight projects local governments consider to be particularly successful. Please check this box if this project fits that description.

**Project Contact Information:**

Please provide the information for the individual who is the most appropriate contact for this project.