***Wallace Center Quarterly Subawardee Reporting Template***

**Project Title: Farmer Conservation Leader Subaward Program**

**Organization:**

**Dates covered by this report:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Project Implementation

1. Describe the work accomplished in the last quarter by your organization and any subawardees/partners, including any major learnings and any challenges with project implementation. Also describe any monitoring or evaluation you have completed, including results of your analyses. (***Please include photographs when possible***)
2. Please provide copies of or links to any media coverage or communication products developed during this period.
3. Are proposed outputs/outcomes being met as scheduled?

[ ] Yes

[ ]  No (***Explain why proposed outputs/outcomes were not met and provide an updated milestone table)***

1. Please outline the work projected for the next reporting period. Brief bullet points encouraged.

Data Collection & Monitoring

1. Do you have any farmer practice adoption or acres with new practices to report for this project period?

[ ]  Yes (please list below)

[ ]  No

1. Did you host any events in the last quarter?

[ ]  Yes (Please complete the following table, adding rows as needed)

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Event | Event Date | Total Event Participants | Brief description of event |
|  |  |  |  |
|  |  |  |  |

[ ]  No

1. If you are doing water quality or soil sampling, put the number of water bodies, segments, or fields you monitored below:

 \_\_\_\_\_\_\_(number) water bodies and/or segments with improved understanding of water quality conditions and/or an improvement in a physical, chemical, and/or biological water quality parameter

\_\_\_\_\_\_\_ (number) fields with improved understanding of soil conditions

1. Are you monitoring according to your approved Quality Assurance Project Plan (not yet applicable)?
2. Are there any changes/modifications that need to be made to your approved Quality Assurance Project Plan (QAPP, not yet applicable)?

Admin & Financial

1. Are there any budget changes of over 10% between budget categories?

[ ]  Yes (***Please include a brief description of any anticipated budget modifications and follow-up with your Wallace Center point of contact to discuss modification options***)

[ ]  No

1. Have there been any personnel changes on your project team?

[ ]  Yes (***Please name any new or departing team members***)

[ ]  No

1. Administrative oversight of any lower-tier subawards (if applicable): Please describe monitoring activities completed under 2 CFR 200.331(d) (<https://www.govinfo.gov/app/details/CFR-2023-title2-vol1/CFR-2023-title2-vol1-sec200-331>).
	1. Summaries of results of reviews of financial and programmatic reports.
	2. Summaries of findings from site visits and/or check in calls to ensure effective subrecipient performance.
	3. Actions your organization has taken to address any issues such as those specified at [2 CFR 200.332(e)](https://www.ecfr.gov/cgi-bin/text-idx?SID=f83de01c3a68cc882488fe5e17a3b7eb&mc=true&node=se2.1.200_1332&rgn=div8), [2 CFR 200.208](https://www.ecfr.gov/cgi-bin/text-idx?SID=a87e681347ff07df5e3e58d9d7e87ad9&mc=true&node=se2.1.200_1208&rgn=div8) and [2 CFR 200.339](https://www.ecfr.gov/cgi-bin/text-idx?SID=4100bbb3bcb8336a489c87627efac974&mc=true&node=se2.1.200_1339&rgn=div8).
2. Did you procure any goods or services from **certified** minority owned business enterprises or woman owned business enterprises? [There is no centralized database, but there are often state-based databases. The vendor should also know if they are one.]

[ ]  Yes (***Please list below***)

[ ]  No or unknown