USDA Agricultural Marketing Service
U.S. DEPARTMENT OF AGRICULTURE

Project #_____

SPECIALTY CROP BLOCK GRANT PROGRAM
INTERIM PROGRESS REPORT

AWARD FY23

This annual Performance Progress Report (PPR) must illustrate the progress made toward the completion of your project. Please note character limits (abbreviated "char.") throughout.

PROJECT INFORMATION

Project Title (250 char.) | |
Organization Name (250 char.) | |
Project Start Date | |
Project End Date | |

ORGANIZATION POINT OF CONTACT

Full Name | |
Phone Number | |
Email Address | |

BACKGROUND INFORMATION

PROJECT PROGRESS

Please provide the total percentage of work completed on the project. | |

OBJECTIVE(S) (REQUIRED)

Please provide the approved project's objectives from the accepted project plan. Use the boxes to indicate if the objective is in progress, has been completed, or is not (and will not be) completed.

#	Objective (2,000 char.)	Objective Completed?

OUTCOMES

Please only report on the outcomes and indicators that are selected and approved for this project. Use the check boxes to indicate which outcomes and indicators are selected.

1. INCREASING CONSUMPTION AND CONSUMER PURCHASING OF SPECIALTY CROPS	☐
2. INCREASING ACCESS TO SPECIALTY CROPS AND EXPANDING SPECIALTY CROP PRODUCTION AND DISTRIBUTION	☐
3. INCREASE FOOD SAFETY KNOWLEDGE AND PROCESSES	☐
4. IMPROVE PEST AND DISEASE CONTROL PROCESSES	☐
5. DEVELOP NEW SEED VARIETIES AND SPECIALTY CROPS	☐
6. EXPAND SPECIALTY CROP RESEARCH AND DEVELOPMENT	☐
7. IMPROVE ENVIRONMENTAL SUSTAINABILITY OF SPECIALTY CROPS	☐
ADDITIONAL APPROVED OUTCOME (IF APPLICABLE)	☐

OUTCOME REMARKS (REQUIRED)

Please explain any quantifiable results, along with an update on their progress and data collection efforts for each of the outcomes and indicators selected in the accepted project plan. It is understood that the results may not yet be final at the time that this report is submitted; however, please provide an update on progress to date. If you do not have any data on the indicator(s) listed above, you must explain why in this section. (2,000 char.)

NARRATIVE

ACCOMPLISHMENTS (REQUIRED)

List your accomplishments for this reporting period. Indicate how these accomplishments are associated with each of your project's objective(s), outcome(s), and/or indicator(s). This listing should identify your project's partners and their contributions.

#	Accomplishment (1,200 char.)	Related to (Objective/ Outcome)

CHALLENGES AND DEVELOPMENTS (REQUIRED)

Provide any challenges to the completion of your project or any positive developments outside of the project's original intent that you experienced during this reporting period. Also, provide the corrective actions you took to address these issues. If you did not attain an approved objective, outcome(s), and/or indicator(s), provide an explanation in the Corrective Actions column. For developments, you may put "N/A" under Corrective Actions. Additional challenges/developments may be added as needed.

#	**Challenge or Development** (1,200 char.)	**Corrective Action**

UPCOMING ACTIVITIES (REQUIRED FOR ANNUAL REPORTS)

Provide a description of the activities that you are planning to complete during the next reporting period. Additional activities can be added as needed. Please note, if this is a final report there should be no upcoming activities associated with the project, and this section should be left blank.

#	**Activity** (600 char.)	**Anticipated Completion**

FEDERAL PROJECT EXPENDITURE

EXPENDITURE (REQUIRED)

You must respond to at least one cost category. The approved budget should come from the accepted project plan or any approved budget amendments.

Cost Category	Amount Approved in Budget	Actual Federal Expenditures (Federal Funds Only)
Personnel		
Fringe Benefits		
Travel		
Equipment		
Supplies		
Contractual		
Other		
Direct Costs Sub-Total ($)		
Indirect Costs		
Project Expenditure Total Federal Costs ($)		

DISCUSSION OF EXPENDITURES (REQUIRED)

For 1st Annual Reports, if total project expenditures is less than 30 percent, and for 2nd Annual Reports, if total project expenditures is less than 60 percent, include a statement explaining how the grant funds will be expended and project activities completed as planned by the end date on the grant agreement. Any state approved budget amendments should be included here; include the line item that the funds are coming from and going to, as well as the date that the state approved the budget amendment. (1,200 char.)

PROGRAM INCOME (IF APPLICABLE)

If program income was earned on the project, grant recipients are required to report on the source, amount, and how funds were expended. Program income is gross income --earned by a recipient or subrecipient under a grant --directly generated by the grant-supported activity or earned only because of the grant agreement during the grant period of performance. Program income includes, but is not limited to, income from fees for services performed; the sale of commodities or items fabricated under an award (this includes items sold at cost if the cost of producing the item was funded in whole or partially with grant funds); registration fees for conferences, etc.

Source/Nature of Program Income (100 char.)	Amount Approved in Budget	Actual Amount Earned

USE OF PROGRAM INCOME (IF APPLICABLE)

Describe how the earned program income was used to further the objectives of this project during the performance period. Any income generated must be reinvested back into the project and not set aside or reserved for future expenses after the grant ends. (1,200 char.)

PPR ATTACHMENTS DESCRIPTION (IF APPLICABLE)

Grantors will rely on the data that is submitted in this form when they report to congress. However, if you think additional documents are necessary to support PPR, please attach them and provide a document name and description of document below.

Document Name	Document Description