

# EXHIBIT C-2 FINAL REPORT FORM

Department of Research and Development  
Innovation Grants – Fiscal Year 2021-2022

Contract Number \_\_\_\_\_

Organization Name \_\_\_\_\_

Project Title \_\_\_\_\_

MOA Term \_\_\_\_\_

Please submit this Exhibit C-2 Final Report Form completed and signed, and a completed C-3 Final Financial Report Form, with a narrative report that contains the following required narrative elements for general project grants and for research grants.

### General Grant Project

1. Describe project activities in detail, noting anything that was different than in the original proposal.
2. Relative to performance measure targets in the proposal, explain how project outcomes helped to achieve the Department’s Goal and Program Objectives.
3. Describe how, if at all, the project could be improved as well as plans for sustaining or advancing it.
4. Add any additional information as desired and as requested by the Department of Research and Development.

### Research Grant Project

1. Abstract.
2. Introduction.
3. Materials and Methods.
4. Results.
5. Discussion.
6. Acknowledgments.
7. Literature Cited.

I hereby certify that this final narrative and financial report to the County of project income and expenses related to the contract number listed above is accurate and that County funds have been expensed in accordance with the provisions set forth in this Contract, including the budget that was made part of said Contract.

Submitted by

Signature \_\_\_\_\_

Typed name and title \_\_\_\_\_

Date signed \_\_\_\_\_