**Missouri 911 Financial Assistance Program Reporting**

Reports are required to be submitted by the project primary contact via email to admin@missouri911.org based on the below schedule until project completion.

* 1st Report due: October 15, 2020
* 2nd Report due: March 15, 2020
* 3rd Report due: July 15, 2020
* 4th Report due: October 15, 2021 or upon project completion

Project Name: [ABC County]

Project Number: [ABC County #1]

List of Expenditures To-Date: (Please attach any accompanying materials, invoices, purchase orders, etc.)

* [XYZ Call processing equipment (Hardware) $30,000
* XYZ Call processing equipment software license ( Software or saas) $12,000
* XYZ Call processing equipment first year maintenance (current or ongoing maintenance) $3,400
* XYZ Call processing equipment training $4,000
* XYZ Call processing equipment miscellaneous install or implementation fees $2,000]

Brief update on project status: (one paragraph minimum)

[XYZ call processing equipment was delivered 10/2020, personnel from XYZ company began the installation process 11/2020. Testing was completed 12/2020 with go live on XYZ call processing equipment currently scheduled for 1/2021]

If applicable, any notable changes to your project from what was approved by the Missouri 911 Service Board in your original grant application.

[This project is scheduled to be completed 3 months sooner than originally projected and $2,000 under the approved grant budget.]