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| **National Oceanic and Atmosheric Administration logoSemiannual Progress Report**Virginia Coastal Zone Management Program logo **Progress reports are due April 15th and October 15th. These reports, submitted to NOAA, summarize the progress of your project during either the October 1 – March 31 or April 1 – September 30 time period. Please submit this form electronically to:**  [**april.bahen@deq.virginia.gov**](mailto:april.bahen@deq.virginia.gov) |
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| **NOAA Grant #:** | NA | | | **Grant Year:** |  | | **Task #:** |  |
| **Progress for the period*:*** | | | **October 1, \_\_\_\_\_\_ – March 31, \_\_\_\_\_\_** | | | **April 1, \_\_\_\_\_\_ – September 30, \_\_\_\_\_\_** | | |
| **Agency/Locality:** | |  | | | | | | |
| **Project Title:** | |  | | | | | | |
| **NARRATIVE**: Please confine your summary to the space provide below. Do not write in the first person and clearly define the “staff” who worked on the project (i.e.: “HRPDC negotiated a meeting with…”) Simply saying “staff” indicates VA CZM staff. Include references to progress made on each deliverable. Please include the **Web** **address** to any related information available on-line. | | | | | | | | |
| SUBMIT  ELECTRONICALLY | | | | | | | | |

| **Final Products (Deliverables from Scope of Work)** | **% Completion** | **Anticipated Completion Date** |
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**Virginia CZM Program Grant Training Activity**

NOAA requires that the Virginia CZM Program collect information on the **training events\*** grantees hosted or presented that were **funded in whole or in part by VA CZM federal or matching funds**. **Do not** include trainings that were simply attended.  
  
Only record each event once, even if multiple topics are covered. **Do not** duplicate a training event. **Only** include events that occurred during the reporting period.

Please provide exact numbers of participants. Do not use estimates. The only time the grantee can use an estimate is if the training is part of a conference where the presenter is giving a concurrent talk and does not have an exact number of the participants at their talk. If the number of participants is estimated, please note that, and the reason why next to the name of the training in the table below.

If the grantee does not have back up documentation (e.g. sign-in sheets, registration lists, spreadsheets) with the number of participants, do not include the training. Please keep back up documentation in the grantee’s possession in case NOAA or the Office of Management and Budget (OMB) needs to check participant numbers.

Please include specific training event titles in the table below. Do not put generic titles, such as Environmental Meeting, with no explanation. If you put a generic title for the training, such as Environmental Meeting, put next to it the focus of the meeting or the issue the meeting is about, such as Environmental Meeting - Sea Level Rise Adaptation in Hampton Roads.

Please complete the table below. Make sure to indicate which **one** **issue** the event most closely addresses: A) Government Coordination, B) Public Access, C) Coastal Habitat/Marine Debris Stewardship, D) Coastal Hazards and E) Coastal Dependent Uses and Community Development/Coastal Water Quality. Questions, please contact April Bahen, (804) 659-1914.

| **Date** | **Event** | **Issue:**  **A-E above** | **Was this activity conducted with a Natl. Estuarine Research Reserve? Yes or No** | **Number of Participants** |
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**\*TRAINING OPPORTUNITIES/EVENTS:** The CZM Program provides scientific and technical information and skill-building opportunities to individuals who are responsible for making decisions that affect coastal resources. Using a range of approaches, Coastal Zone Management Programs (CZMPs) provide coastal decision makers with the knowledge and tools they need to address critical resource management issues. **Training** includes events for audiences that contribute to one or more coastal management goals or outcomes that focus on more technical subject matter than those provided through educational activities. Training can include activities that are tailored to a specific audience, such as wetland regulators or a local agency permitting program and include specific messaging, guidance, or technical advice on a coastal management subject. Evidence of a training might take the form of continuing education credits, a certificate, or meeting an education requirement for a program or initiative. Trainings should be limited to events offered by or funded by the CZMP. Training events that are funded by CZM federal or matching funds but conducted by partners should be included. Training events can be provided online to provide remote access; however, if there is not a registration or a sign-up process, only report those events for which the number of participants can be documented.

This measure does **not** include CZMP staff training but can include training events for staff of network partners or local coastal programs. Do not include publications (e.g. manuals) or other materials that are distributed without an associated targeted training program.

\*Training event explanation from Coastal Zone Management Act Performance Measure System Coastal Management Program Guidance – Updated December 2021.

**IF FUNDS WERE LEVERAGED DURING THE REPORTING PERIOD, PLEASE LIST AMOUNT:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and short explanation of how leveraged funds were acquired \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Leveraged funds are those in addition to CZM federal and matching funds that are spent on a CZM funded project. In-kind funds and services that qualify under Office of Mgmt. and Budget Circular A110 (see sect. 23 “Cost sharing or matching”) can be included as leveraged dollars. Sources can be federal, state, local agencies or non-profit foundations.