



SSC Budget and Timeline Form - Final Project Report

The **SSC Budget and Timeline Form - Final Project Report** must be completed upon completion of a project OR upon expiration of an award, whichever comes first. This form requires a complete list of updated project timelines and milestones for the project and a detailed list of expenditures by category since the last submitted Semester Progress Report.

If you have questions, please email the SSC at Sustainability-Committee@illinois.edu.

GENERAL PROJECT INFORMATION

Project Title:	Green Observer	
Original Award Date (or Semester/Year)*:	2/2/24	< *Awards are valid for 2 years from award date unless there is an approved Scope Change on file. < **This field autopopulates based on your expense entries below. Do not edit. < ***NOTE: The SSC will rescind remaining funds from completed and expired awards.
Total Amount of Award (Including Any Budget Increases Associated with Approved Scope Changes):	\$ 310.00	
Total Expenses This Period**:		
Remaining Unspent Funds in Award***:	\$ 58.00	
Date of This Application Submission:	2/3/25	

SCOPE & SCHEDULE

Referencing the project's original tasks and schedule (or revised tasks and/or schedule via approved Scope Change), detail the work you accomplished on the entire project. Include start and end dates and % complete). Be as detailed as possible so that the SSC can fully evaluate this project. Insert additional rows if necessary.

Task	Start Date	End Date (or estimated)	% Complete
Winter 2024 Publication	1/20/24	2/24/24	100
Spring 2024 Publication	3/1/24	4/24/24	100
Fall 2024 Publication	9/1/24	10/31/24	100
Winter 2025 Publication	1/20/2025	2/20/25	50

EXPENSES

List all expenditures from this award made since the last semester report. You can combine recurring similar expenses into one summed entry. Note that your expenses should reflect those that were approved in the original budget (or approved Scope Change). Insert additional rows if necessary.

Equipment & Construction Costs

Item	Total Spent
Equipment & Construction Costs Subtotal	

Publicity & Communication

Item	Total Spent
Annual ISSUU Subscription from Apr 16, 2024 – Apr 16, 2025	
Publicity & Communication Subtotal	

Personnel & Wages

Item	Total Spent
Personnel & Wages Subtotal	

General Supplies & Other

Item	Total Spent

