



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: FFCC & NAH Speaker: Tara Houska

Original Award Date (or Semester/Year)*: Fall 2024

<*Awards are valid for 2 years from award date unless there is an approved Scope Change on file.

Total Amount of Award (Including Any Budget Increases Associated with Approved Scope Changes): \$ 10,000.00

Total Expenses This Period:** \$10,000.00

<**This field autopopulates based on your expense entries below. Do not edit.

Remaining Unspent Funds in Award*:** \$ -

<***NOTE: The SSC will rescind remaining funds from completed and expired awards.

Date of This Application Submission: 5/15/2025

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
Host Friday Forum x Conversation Café lunch talk	4/18/2025	4/18/2025	100
Host NAH Encouragement Dinner	4/18/2025	4/18/2025	100
Provide Information to SSIB MarCom for Marketing Materials	3/15/2025	4/2/2025	100
Add Marketing Materials to DSJE & NAH newsletters	3/15/2025	4/14/2025	100
Host Student Lunch & Discussion Between Events with Tara	4/18/2025	4/18/2025	100

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
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
Equipment & Construction Costs Subtotal	\$0.00

Publicity & Communication

Item	Total Spent
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
Publicity & Communication Subtotal	\$0.00

Personnel & Wages

Item	Total Spent
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00

	\$0.00
Personnel & Wages Subtotal	\$0.00

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General Supplies & Other	
Item	Total Spent
Tara Houska Honorarium/Speaker Fee	\$10,000.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
General Supplies & Other Subtotal	\$10,000.00

Illinois Facilities and Services (F&S) Division Budget Items	
Item	Total Spent
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
Illinois Facilities and Services (F&S) Division Budget Subtotal	\$0.00
TOTAL EXPENSES FOR CURRENT PERIOD	\$10,000.00