



CSBG Annual Report

Grantees must submit an annual report *every year* (including grantees who submitted two-year CSBG Tribal Plans).

The annual report is a narrative description of how the grantee met its CSBG goals and objectives and provides information on the types of projects supported with CSBG funding awarded in the previous fiscal year. (Although the fiscal year will not be finished at the time of reporting, please provide the most current information available.)

The CSBG annual report should include:

- An accounting of how funds were spent on the direct delivery of local services.
- Information on the number of and characteristics of clients served.
- Details regarding how the grantee met its CSBG goals & objectives.
- Information on the types of projects supported by CSBG funds.
- Tracking accomplishments of projects and activities.
- Outcome data that addresses progress implementation of the project goals.

Questions? We're happy to help!

CSBG Tribal Training & TA Program

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