

**COLORADO DIVISION OF CRIMINAL JUSTICE
FINAL NARRATIVE REPORT
(DCJ FORM 2-F)**

Prepare this report according to the instructions (see last page). Requests for funds may be denied unless this report is complete and filed on time and completed as required by the Division of Criminal Justice.

GRANTEE:	GRANT NUMBER:
PROJECT TITLE:	PROJECT DURATION FROM: _____ TO: _____
FINAL PROGRESS REPORT Demographic Information applies to this project: Yes No (If yes, complete Section I Below)	PREPARED BY: DATE: _____ PHONE: _____

REQUIRED GRANTEE SIGNATURES: I certify that, to the best of my knowledge and belief, this report and attachments are correct and complete.

Project Director's Signature / Date

SUBMIT ONE SIGNED FORM TO DCJ NO LATER THAN 45 DAYS AFTER THE END OF THE GRANT PERIOD.

FINAL REPORT NARRATIVE: The items below should reflect your grant-funded program/project from beginning to end. This analysis should focus on the most recently completed grant year but if the project is a continuation, it may be appropriate to include a discussion of the previous grant years. Questions 1-5 Required for NCHIP Subgrants; Questions 1-12 Required for Coverdell Subgrants along with the data report
1. Project Impact: Include an analysis of the project's impact on the problem statement addressed in the application. Response:
2. Accomplishments/Outcomes: Given how success was defined in the grant application, has this project(s) met with success? The analysis should identify the specific ways in which the project has had an impact. Response:
3. Changes/Problems: Did the project accomplish all objectives? If not, why not. What problems did this project experience and what changes were made as a result of problems experienced? Response:
4. Products: Please list any reports and publications, new or improved technologies, record quality audits, presentations, data collections, databases/datasets, brochures, pamphlets, fliers, newsletters, etc. that were produced by or for the program using these grant funds. Please attach any that were not previously submitted with quarterly reports. Response:
5. Remaining Funds: Please provide a justification for any remaining grant funds and explain what resulted in the unexpended fund balance. Write NA if no funds remain. Response:
COVERDELL ONLY Questions 6-8 Improvements Made as a Result of Coverdell Funds
6. Summary and assessment of the program carried out with the grant funds, which shall include a comparison of pre-grant and post-grant forensic science capabilities (and shall cite the specific improvements in quality and/or timeliness of forensic science or medical examiner/coroner's office services). Response:

7. The average number of days between submission of a sample to a forensic science laboratory or forensic science laboratory system in that State operated by the State or by a unit of local government and the delivery of test results to the requesting office or agency.
Response:
8. An identification of the number and type of cases currently accepted by the forensic science laboratory or forensic science laboratory system.
Response:
COVERDELL ONLY Questions 9-12 Allegations of Serious Negligence or Misconduct
9. The number and nature of any allegations of serious negligence or misconduct substantially affecting the integrity of forensic results received during the 12-month period of the award.
Response:
10. Information on the referrals of such allegations (e.g., the government entity or entities to which referred, the data of referral).
Response:
11. The outcome of such referrals (if known as the date of the report).
Response:
12. If any such allegations were not referred, the reason(s) for the non-referral.
Response:

INSTRUCTIONS FOR COMPLETING DCJ FORM 2-F (FINAL)

HEADING

- Grantee:** This is the agency to which the federal grant award was made.
- Grant Number:** This is the grant number assigned to the project by DCJ. It can be found on the Grant Agreement.
- Project Title:** This is the name of the project which is identified on the Grant Agreement.
- Project Duration:** This is the period of the grant award. It can be found on the Grant Agreement, and is changed only if the project requests and receives a grant extension.
- Prepared By:** This is the person completing this form. Include this person's 10-digit phone number.
- Date:** This is the date this form is completed.

QUESTIONS

The answers in this report should reflect this grant-funded program/project from beginning to end. This analysis should focus on the most recently completed grant year but if the project is a continuation, it may be appropriate to include a discussion of the previous grant years.

SIGNATURES

The Project Director on record with the Division of Criminal Justice must sign this report. One signed form must be submitted to DCJ.

FINAL REPORT IS DUE NO LATER THAN 45 DAYS AFTER THE END OF THE GRANT PERIOD

REQUESTS FOR FUNDS MAY BE DENIED UNLESS THE REPORT IS COMPLETE AND FILED ON TIME TO THE DIVISION OF CRIMINAL JUSTICE