

**E-4: PROGRAM COMPLETION REPORT**

PROGRAM COMPLETION REPORT  
COVER SHEET

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1. Name of Grantee
2. Address of Grantee
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3. Contract Number
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4. Citizen participation information submitted with this report includes the following:
- a) A summary of each citizen comment received during program implementation, the grantee assessment of the comment, and a description of actions taken or to be taken in response to the comment.
  - b) Specific information on each required public hearing held which includes the purpose of the public hearing and the date(s) of each; and a copy of the public notice, attendance roster, and minutes of the public hearing on performance.
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5. The grantee's chief elected official certifies that:
- a) To the best of his/her knowledge and belief the data in this report is true and correct as of the date identified below;
  - b) The records described in this report are being maintained and will be made available upon request.
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6. Typed name and title of chief elected official
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7. Signature
8. Date
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