



Nine Mile Creek Discovery Point

12800 Gerard Drive

Eden Prairie, MN 55346

(952) 835-2078

www.ninemilecreek.org

Cost Share Yearly Reporting

Overview

As part of your Cost Share Maintenance Agreement with the District, you are required to provide yearly reports on the condition of your project for five years (or for larger projects, 10 years). The Yearly Report should cover a one-year period, beginning the first year after installation. The report should be submitted by September 30th each year during your maintenance agreement period. The report should be no more than three pages.

Email your report to Erica Sniegowski, Program & Project Manager, at esniegowski@ninemilecreek.org. For questions contact Erica at 952-358-2276.

Report Format

Contact Information

Name:

Phone Number:

Email:

Project Information

Year of Grant Award:

Project Name/Type:

Project Location (address):

Summary of Project Performance:

Summary of Maintenance Activities:

Additional Comments:

Include pictures of your project that reflect the current conditions. If you include the pictures in your report, **also** email them as separate jpg files.