 **Oregon Department of Energy**

**Energy Incentives Program**

**Renewable Energy Development – Quarterly Report Form**

Quarterly Reports are due beginning the first quarter following the Effective Date of this Agreement and each quarter thereafter until the System is complete. Reports are due to Agency by the 15th day of the month immediately following the end of each quarter.

**Grant No:** ODOE CONTRACT # (RG #)

**Grantee:** NAME

**Quarterly Report**

**For the time period MM/YYYY to MM/YYYY**

**SYSTEM STATUS** *(Discuss accomplishments, challenges, etc. related to progress toward System completion.)*

**SYSTEM CHANGES** *(Identify and explain any changes to scope, schedule, budget or equipment specifications. Identify the source and amount of any government incentives or grants received since the last reporting period.)*

**SYSTEM SCHEDULE**

**Construction Start Date:** MM/YYYY

***Note: Construction must begin within 12 months after the Agreement’s Effective Date.***

**Expected Completion Date:** MM/YYYY

***Note: Not to exceed 36 months from the Agreement’s Effective Date.***

**Prepared By:** Name, Title

**Date Prepared:** MM/DD/YYYY