



## **VIRGINIA'S TOP 10 ENDANGERED ARTIFACTS AWARD PROGRESS REPORT 2018**

Please complete a progress report for each award received through the “Virginia’s Top 10 Endangered Artifacts” program. Please use this cover sheet to guide you in writing a summary of your project and please sign and attach upon completion. Report is due by December 31, 2019. Failure to submit a timely and acceptable progress report places an honoree in noncompliance with the conditions of the Award Agreement and can result in disqualification of future program participation.

1. Award Recipient/Organization Name and Contact Information
2. Artifact Title
3. Please provide name of assessor or conservator whom you worked with.
4. Briefly describe the progress to date in completing the objectives of conservation/preservation efforts noted in your original application.
5. Briefly describe any difficulties that were encountered in completing the conservation/preservation project. (If applicable.)
6. Please provide any notable experiences, benefits, successes that your organization experienced due to your participation in this project. This information will benefit our abilities to maximize press coverage and promotion as well as for reporting to various stakeholders and potential donors.
7. Please include a summary budget of how the award has been used.
8. Please submit digital images of the artifact and its progress to date.

Name of Organization: \_\_\_\_\_

Name & Title of Representative: \_\_\_\_\_

Signature & Date: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_