

NBMA Committee Report Format	
Name of Committee:	
Committee Chair:	
Committee Vice-Chair:	
Project Status: [repeat the information below for each identified project or activity]	
Description of Project:	
Timetable:	
<p style="padding-left: 40px;">Date 1 [accomplishments or expectations] Date 2 etc. Etc.</p>	
Budget:	
<p style="padding-left: 40px;">\$000.00 Date spent or required \$000.00 etc.</p>	
Accomplishments and/or Problems:	
Overall Comments/Needs:	
Signature:	