



U.S. TRADE AND DEVELOPMENT AGENCY

Annex I

**U.S. TRADE AND DEVELOPMENT AGENCY (USTDA)
SUCCESS FEE REPORT DUE MARCH 1, 2026 FOR REPORTING
YEAR(S): 2025**

If this includes catch-up report for 2024 please check here: ☐

PROJECT INFORMATION

Country:

Activity Number:

Project Name:

U.S. FIRM CONTACT INFORMATION

Name of U.S. Firm:

Contact Person (Name & Title):

Phone:

E-mail:

Address:

GRANTEE CONTACT INFORMATION

Name of Grantee:

Current Host Country Client Contact Person (and Title):

Phone:

E-mail:

Address:

SUCCESS FEE REPORTING: Text can be typed into all sections. If you need additional space for a given section please provide an addendum sheet.

A. Formula

(1) Specify the Success Fee Basis as stated in section A(1) of your Success Fee Agreement with USTDA:

B. Measurement

(1) Describe the success of this project or any related project for: a) the U.S. Firm, and b) parent(s), subsidiary(s), and affiliate(s) of the U.S. Firm, based upon the above Success Fee formula as of the date of this report:

(2) Provide a detailed narrative description, applicable statistics or financial reports, and the period or term of their measurement:

C. Calculation of Success Fee Refund Due

(1) Calculate the Success Fee refund due to USTDA with this report, based upon the above Success Fee Formula and Measurement, and attach a refund check payable to the United States Trade and Development Agency or contact USTDA for electronic payment options, if applicable:

(2) *If no Success Fee refund is due to USTDA, please provide **a detailed explanation of any problems encountered or factors that have inhibited success** (Responses such as “No success fee is due because events that would trigger a success fee have not occurred” are insufficient.):*

D. Projections for Next Year’s Success

Estimate the likely success (quantitative or qualitative) of this Project, and any related project, that will be achieved in the next 12 months:

CERTIFICATION

I hereby certify that I am a duly authorized representative of (the “U.S. Firm”) and that all information contained in this Success Fee Report is accurate, complete and in compliance with the terms of the applicable agreement containing the success fee provisions between the U.S. Firm and the United States Trade and Development Agency.

By (signature):

Date:

Name and Title of
Signatory:

(Version Date: Jan. 2026)