**GEORGIA RECREATIONAL TRAILS PROGRAM**

**DEPARTMENT OF NATURAL RESOURCES**

###### PROJECT PROGRESS REPORT

*IN ACCORDANCE WITH 2CFR200*

*CFDA # 20.219*

This report **must** be detailed, supporting evidence included with pictures. The Grant Recipient shall attach to this report appropriate pictures illustrating project construction activities before and after, during this quarter.

|  |  |  |
| --- | --- | --- |
| **Project Name** |  | **Project Number** |
| **Project Phase #** |  | **Percentage complete % (estimation)** |
| **Project Agreement Start Date** |  | **Project End Date** |

|  |  |  |
| --- | --- | --- |
| **Grantee Name** |  | **Quarter Ending** |
| **Site Visit for Progress or Final Date** |  | **Progress visit or Final Visit** |

|  |  |
| --- | --- |
| If this is a Final Progress Report, please enter the date the Project was completed: |  |
|  |  |

**FINANCIAL STATUS**:

Total Project Cost: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount Expended to Date: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Federal Funds: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 State Funds: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount Received/or

Requested for

Reimbursement through the $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Federal Funds

End of this Quarter: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State Funds

Progress Report: (**Must conform to Approved Grant Request Description**)

* Describe work completed or partially completed during this quarter. Must be very descriptive with supporting documents to include:
* Must include before and after pictures
* Must provide supporting evidence as to why it may be at a stand-still, etc.…
* Explanation must be detailed and descriptive

**Complete the following:**

Development designs completed: Yes \_\_\_\_ No \_\_\_\_ N/A \_\_\_\_

 Project materials ordered or received? Yes\_\_\_\_ No \_\_\_\_ N/A \_\_\_\_

 Have any Development, Construction, Contracts been issued or awarded? Yes \_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_

If you answered no to any of the above questions, please explain why there is a delay.

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 Are cost underruns anticipated? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If yes, please explain. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Are any of the following contract changes required at this time?

 Project Scope \_\_\_\_\_\_\_ Project Funding \_\_\_\_\_\_ Project Time Extension \_\_\_\_\_\_

If yes, explain here and follow up with a formal request as soon as possible. (Attach additional sheets as necessary. ***MUST ADD SUPPORTING DOCUMENTATION***)

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Signature of Authorized Official Title Date