

**Member Community Infrastructure Program
PROGRESS REPORT**

Instructions:

Provide a summary of the accomplishments with respect to objectives, degree of completion based on the Project application, and any problems encountered. Progress Reports must be submitted within 30 days of written request from the District Representative, as an attachment to all Reimbursement Requests, or at quarterly reporting dates prescribed in the MCIP Agreement.

Project Information

Member Community: _____

Project Title: _____

Authorized Signature

I certify that the information in this Progress Report is accurate and reflects current status of the Project. Furthermore, I affirm that the information contained herein is, to the best of my knowledge and belief, accurate and complete.

Name (print or type): _____

Title: _____

Telephone Number: _____

Email Address: _____

Signature: _____

Date: _____

1) Complete the project status fields below and carry-over and update status with each subsequent Progress Report.

Design Phase

Design Bid:
Design Start:
Design End:

Construction Phase

Construction Bid:
Construction Start:
Construction End:

Verification Monitoring

Pre Start: Pre End:
Post Start: Post End:

2) Summarize progress and/or accomplishments during this reporting period as related to your project implementation schedule. (500 word maximum)

3) Difficulties and delays encountered during this reporting period. (500 word maximum)

4) Describe progress towards Project tasks. (500 word maximum)