**DFPP Interim Report **

# [MD, Town, or County] [Date]

Project Description [grant number] - [Project name]

Please provide a summary of the Project and what it will accomplish (objectives), what the Project will and will not include (scope), what the expected results are (outcomes), who the stakeholders are, and how the Project will mitigate public safety hazards:

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Project Financials

**Summary of Grant Expenditures**

Please provide a short, written summary of your expenditures to date and any interest and reallocations that have been applied to the Project. Your interim report must also include a separate Statement of Funding and Expenditures for your grant agreement:

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**Summary of Funding Disbursements**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Grant #** | **Total DFPP Support** | **Interest Earned to date** | **Municipal Funding** | **Federal Funding Type & Amount** | **Other Provincial Funding Type & Amount** | **Other Funding Type & Amount** | **Total Eligible Costs** |
|  |  |  |  |  |  |  |  |

Please add additional row(s) to table, as required.

|  |  |  |  |
| --- | --- | --- | --- |
| Grant Re-allocation(s) – Please include all re-allocations involving this grant | | | |
| Reallocated from (Grant #) | Re-allocated to (Grant #) | Amount Transferred ($) | Grant Amendment # for Reallocation |
|  |  |  |  |

Please add additional row(s) to table, as required.

Project Status

**Construction Timeline**

Please fill in the table below with all critical phases of the Project, estimated costs, as well as their start and completion dates:

\*Note: the first line in the below table has been completed as an example, and is not to be included in your report

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Project Phase / Task** | **Phase Estimated Cost** | **Amount Spent to Date on Phase** | **Start Date** | **Completion Date** | **% Complete** |
| i.e. Detailed Project Design | i.e. $200,000 | i.e. $175,000 | i.e. May 1, 2024 | i.e. June 30, 2026 | i.e. 95 |
|  |  |  |  |  |  |

Please add additional row(s) to table, as required.

**Progress to Date**

Please provide an update of Project progress; include any significant issues encountered, challenges overcome, status of pending land acquisitions, cost increases, construction delays, etc. and outline strategies to mitigate negative impacts:

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**Future Work Plan**

Please describe future plans and provide an overview of scheduled activities, including approximate timelines; provide updates on any anticipated issues; outline any required or anticipated grant amendments (i.e. expiration date extensions or scope modifications):

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**Regulatory Authorization Numbers**

List any regulatory approvals required for the Project and their associated approval number; list any expiry dates, approval conditions, etc., if applicable;

|  |  |  |
| --- | --- | --- |
| **Regulatory Approval Type** | **Approval Number** | **Expiry Date/Comments** |
|  |  |  |

Please add additional row(s) to table, if required.