

PLANNING FOR GROWTH PROJECT STATUS REPORT

Project Name:	
Sponsoring Municipality:	Reporting Period: 26/10/10 – 31/05/11

PROJECT TIMELINES

Start Date:	Estimated Completion Date:
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BUDGET

Expenditures to Date:	Estimated Expenditures Remaining:
Overall Picture (is there any variance in the estimated versus actual expenditures, is the project on track to be within budget):	

PROJECT ACTIVITIES

Briefly describe the progress of the project including activities underway, milestone deliverables achieved, percentage of project complete, etc.

ISSUES

Briefly describe any areas of concern or specific problems that have been identified with regard to project timelines, budget, activities or deliverables.

Signature: _____
(Administrator/Clerk/City Manager)

Date: _____
(mm/dd/yy)