**GEORGIA OUTDOOR STEWARDSHIP PROGRAM**

**DEPARTMENT OF NATURAL RESOURCES**

###### QUARTERLY PROJECT PROGRESS REPORT

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

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

 This Quarterly Report is for the purpose of: [ ]  Progress

 [ ]  Final – Project is Complete

|  |  |
| --- | --- |
| If Final, please enter the date the Project was completed: |  |
|  |  |

**FINANCIAL UPDATE**:

Total Project Cost (Award + Match) $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

 GOSP Reimbursements to Date: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount Received Quarter to Date $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pending Reimbursements This Quarter $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PROJECT UPDATE:**

Describe all work completed during this quarter. Please be very descriptive and include proof of progress, such as photos, receipt, etc. Describe any delays, causes for delays, and the remedies in place to get the project back on schedule.

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

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

If yes, explain the cause and need, and follow up with a formal request as soon as possible.

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Signature of Authorized Official Title Date