



## SURTAX PMO PROJECT STATUS REPORT (TEMPLATE)

*For Surtax Municipal Capital Projects (MCP)  
and Rehabilitation & Maintenance Projects (R&M)*

**ILA Project Number and Name:**

**Municipality and ILA/PFA Project Manager:**

Project Schedule is **ON / BEHIND** (Circle One). *If behind schedule please explain and indicate if delay is recoverable or unrecoverable.*

**Overall Status**

- Red = Execution critical delay
- Amber = Delay; but recoverable
- Green = On track

**PROJECT STATUS**

Project Time Begin Date:		Date:	
Original Project Duration (Days):		Original Project Amount (\$):	
Approved Project Time Extensions (Days):		Approved Additional Funding Amount (\$):	
Current Project Duration (Total Days):		Current Project Amount (\$):	
Total Elapsed Time To Date (Days):		Surtax Amount Earned To Date (\$):	
Total Time Remaining (Days):		Surtax Amount Remaining (\$):	
Forecasted Completion Date:		Forecasted Project Completion Amount (\$):	
<b>Actual % Time To Date:</b>		<b>Actual % Expenditures to Date:</b>	

**PROJECT PLAN OF RECORD**

CRITICAL MILESTONE ACTIVITIES (LIST ALL):	% MILESTONE COMPLETE	PROPOSED END DATE	ACTUAL END DATE

**PROJECT UPDATE**

<i><b>Progress update:</b> since the last status report</i>	<i><b>Key upcoming activities:</b> to be completed by the next status report</i>

<i><b>Issues/Challenges:</b> that may affect project execution progress</i>	<i><b>Proposed solution:</b> Discuss approach or plan to address noted issues or challenges</i>

*Special notes or attachments for reference (For example, progress pictures, project schedule, gantt chart, or overall project summary).*