

## **CBDG-MIT Grant Monthly Progress Report (MPR)**

<b>Grant No. – Sub. Name:</b>	<b>I0122 – City of Avon Park</b>			
<b>Project Title:</b>	<b>Fire Station Hardening</b>			
<b>Funding Awarded:</b>	<b>\$894,087.00</b>			
<b>Agreement Period:</b>	<b>04/06/2022 – 04/06/2026</b>			
<b>Primary Points of Contact Information:</b>	<i>April Cluess DEO - Office of Long-Term Resiliency</i>		<i>Melody Sauerhafer 863-452-4410 msauerhafer@avonpark.city</i>	
<b>Activity Reporting Period: June 2023</b>				
<i>An update of this report shall be submitted to DEO ten (10) calendar days after the end of each month.</i>				
<b>Section One – Financial Data:</b>				
	<b>Amount</b>	<b>Funds used this period</b>	<b>Funds used to date</b>	<b>Balance Remaining</b>
Leverage Funds (A)	0	0	0	0
CDBG-MIT Funds (B)	<b>\$894,087.00</b>	0	0	<b>\$894,087.00</b>
TOTAL Project Funds (A+B)	<b>\$894,087.00</b>	0	0	<b>\$894,087.00</b>
<b>Section Two – Accomplishments within the <u>Past</u> Month:</b>				
<p>A narrative <b>MUST</b> be included</p> <p>Engineering design 20%. Completed and adopted the FWA and QA/QC policies. Completed Fair Housing activity putting fair housing colouring books at the library. Completed progress meetings with FDEO. No FDEO invoice this period. Council decided to readvertise for Admin services.</p>				
<b>Section Three – Issues or risks that have been faced with resolutions:</b>				
None.				

<b>Section Four – Projected activities to be completed within the following Month:</b>				
<p>A narrative <u>MUST</u> be included</p> <p>Readvertise admin RFP. Work on revisions to the purchasing policy. 25% Engineering design.</p>				
<b>Section Five – Required Submissions:</b>				
❖ <b>Attachment B - Project Budget</b> ➤ Has the Project Budget changed? ➤ <i>If answered "Yes", please submit the <b>Revised Attachment B</b> for review and approval.</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
❖ <b>Attachment C - Activity Work Plan</b> ➤ Has the Activity Work Plan/Project Timeline changed? ➤ <i>If answered "Yes", please submit the <b>Revised Attachment C</b> for review and approval.</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
❖ <b>Staffing Plan</b> ➤ Were there any Staffing changes? ➤ <i>If answered "Yes", please submit the <b>Revised Staffing Plan</b> which will include the <b>Revised Org Chart</b> and <b>Updated names and Job descriptions</b>.</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
❖ <b>Equipment Transfer/Disposal</b> ➤ Were there Equipment Transferred/Disposed? ➤ <i>If answered "Yes", please request a copy of the Equipment Transfer/Disposal Form and disposition instructions from your grant Manager. Complete and submit the Equipment Transfer/Disposal form.</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
<table border="1"> <tr> <td> This report was prepared by:  <b>J. Corbett Alday/Melody Sauerhafer</b> </td> <td> <b>Signature and date:</b> </td> </tr> </table>			This report was prepared by: <b>J. Corbett Alday/Melody Sauerhafer</b>	<b>Signature and date:</b>
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