

CBDG-MIT Grant Monthly Progress Report (MPR)

Grant No. – Sub. Name:	IR122- City of Avon Park	
Project Title:	Fire Station Hardening	
Funding Awarded:	\$894,087.00	
Agreement Period:	01/10/2021 – 01/09/2025	
Primary Points of Contact Information:	Kaitlyn Webb FDEO	Melody Sauerhafer 863-452-4410 msauerhafer@avonpark.city

Activity Reporting Period: **December 2022**

An update of this report shall be submitted to DEO ten (10) calendar days after the end of each month.

Section One – Financial Data:

	Amount	Funds used this period	Funds used to date	Balance Remaining
Leverage Funds (A)	0	0	0	0
CDBG-MIT Funds (B)	\$894,087.00	0	0	\$894,087.00
TOTAL Project Funds (A+B)	\$894,087.00	0	0	\$894,087.00

Section Two – Accomplishments within the Past Month:

Ranked engineering proposals. Award engineering services. Submittal of engineering procurement to FDEO.

Section Three – Issues or risks that have been faced with resolutions:

None.

Section Four – Projected activities to be completed within the following Month:

10% engineering design

Section Five – Required Submissions:

❖ Attachment B - Project Budget ➤ Has the Project Budget changed? ➤ <i>If answered "Yes", please submit the Revised Attachment B.</i>	Yes ☐	No ☒
❖ Attachment C - Activity Work Plan ➤ Has the Activity Work Plan changed? ➤ <i>If answered "Yes", please submit the Revised Attachment C.</i>	Yes ☐	No ☒
❖ Timeline (Milestones) for Implementation ➤ Has the Timeline changed? ➤ <i>If answered "Yes", please submit the Detailed Timeline (Milestones).</i>	Yes ☐	No ☒
❖ Staffing Plan ➤ Were there any Staffing changes? ➤ <i>If answered "Yes", please submit the Revised Staffing Plan which will include the Revised Org Chart and Updated names and Job descriptions.</i>	Yes ☐	No ☒
❖ Equipment Transfer/Disposal ➤ 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 ☐	No ☒

This report was prepared by:

Signature and date:

