

CBDG-MIT Grant Monthly Progress Report (MPR)

Grant No. – Sub. Name:	MT039 – City of Avon Park	
Project Title:	Drinking Water Infrastructure Project	
Funding Awarded:	\$670,623.00	
Agreement Period:	04/12/2022 – 04/11/2026	
Primary Points of Contact Information:	April Cluess #850-921-3184 / April.cluess@commerce.fl.gov COM - Office of Long-Term Resiliency	Melody Sauerhafer #(863) 452-4410 msauerhafer@avonpark.city Finance Director

Activity Reporting Period: April 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)	\$670,623.00	\$0	\$0	\$670,623.00
TOTAL Project Funds (A+B)	\$670,623.00	\$0	\$0	\$670,623.00

Section Two – Accomplishments within the Past Month:

Complete the certificate of exemption. Start the ENVRR.

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

None.

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

Updated 7/24/2023.

Complete the ENVRR 25%. Complete the engineer procurement 25%.

Section Five – Required Submissions:

❖ Attachment B - Project Budget ➤ Has the Project Budget changed? ➤ <i>If answered "Yes", please submit the Revised Attachment B for review and approval.</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
❖ Attachment C - Activity Work Plan ➤ Has the Activity Work Plan/Project Timeline changed? ➤ <i>If answered "Yes", please submit the Revised Attachment C for review and approval.</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
❖ 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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>
❖ 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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Section Six – Construction Updates: *(only for GIP and CFHP Agreements)*

➤ Have you started construction? ➤ <i>If answered "Yes", please answer next 3 questions.</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
➤ Percentage of Overall Construction CURRENTLY completed? (Approximate)	____0____ %	
➤ Percentage of Overall Construction EXPECTED to be completed next month? (Approximate)	____0____ %	
➤ Have you provided 3 to 5 photos showing construction progress for this month? – <i>If not, please do so</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

This report was prepared by:

Signature and date:

Updated 7/24/2023

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