

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:	01/10/2021 – 01/09/2025			
Primary Points of Contact Information:	April Cluess DEO - Office of Long-Term Resiliency		Melody Sauerhafer 863-452-4410 msauerhafer@avonpark.city	
Activity Reporting Period: June 2023				
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 <u>Past</u> Month:				
<p>A narrative <u>MUST</u> 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. Readvertisement was delayed due to the need for a meeting with FDEO on RFP requirements.</p>				
Section Three – Issues or risks that have been faced with resolutions:				
None.				

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

A narrative MUST be included

Readvertise admin RFP. Work on revisions to the purchasing policy. 25% Engineering design.

Section Five – Required Submissions:

<p>❖ Attachment B - Project Budget</p> <ul style="list-style-type: none">➤ Has the Project Budget changed?<ul style="list-style-type: none">➤ If answered "Yes", please submit the Revised Attachment B for review and approval.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>❖ Attachment C - Activity Work Plan</p> <ul style="list-style-type: none">➤ Has the Activity Work Plan/Project Timeline changed?<ul style="list-style-type: none">➤ If answered "Yes", please submit the Revised Attachment C for review and approval.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>❖ Staffing Plan</p> <ul style="list-style-type: none">➤ Were there any Staffing changes?<ul style="list-style-type: none">➤ If answered "Yes", please submit the Revised Staffing Plan which will include the Revised Org Chart and Updated names and Job descriptions.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>❖ Equipment Transfer/Disposal</p> <ul style="list-style-type: none">➤ Were there Equipment Transferred/Disposed?<ul style="list-style-type: none">➤ If answered "Yes", please request a copy of the <i>Equipment Transfer/Disposal Form</i> and disposition instructions from your grant Manager. Complete and submit the <i>Equipment Transfer/Disposal form</i>.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

This report was prepared by:
J. Corbett Alday/Melody Sauerhafer

Signature and date: