

**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:	Kaitlyn Webb FDEO		Melody Sauerhafer 863-452-4410 msauerhafer@avonpark.city	
Activity Reporting Period: November 2022				
<i>An update of this report shall be submitted to DEO ten (10) calendar days after the end of each month.</i>				
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:				
Ranking of engineering proposals. Approval of engineer selection.				
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?
 - If answered "Yes", please submit the **Revised Attachment B.**

Yes ☐No ☒**❖ Attachment C - Activity Work Plan**

- Has the Activity Work Plan changed?
 - If answered "Yes", please submit the **Revised Attachment C.**

Yes ☐No ☒**❖ Timeline (Milestones) for Implementation**

- Has the Timeline changed?
 - If answered "Yes", please submit the **Detailed Timeline (Milestones).**

Yes ☐No ☒**❖ Staffing Plan**

- Were there any Staffing changes?
 - If answered "Yes", please submit the **Revised Staffing Plan which will include the Revised Org Chart and Updated names and Job descriptions.**

Yes ☐No ☒**❖ Equipment Transfer/Disposal**

- Were there Equipment Transferred/Disposed?
 - 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.**

Yes ☐No ☒

This report was prepared by:

J. Corbett Alday III

Corbett.alday@guardiancrm.com

Signature and date:

