

Grantee Monthly Progress Report Review

I. PROGRESS

Have you made progress in your project during this period? Yes No

Please describe the progress you've made (i.e., milestones reached, work completed) [required]

1. More Specific Examples:

- Could include specific construction phases, acquisition milestones, procurement of critical equipment, or implementation of significant project components.
- Personnel changes that have impacted the project.

2. Guidance for Open-Ended Questions:

- Briefly describe the major milestones reached this period and their significance to the overall project.
- Report any significant changes in project scope, direction, or objectives.

II. CHALLENGES

Have you experienced any challenges (i.e., building permits, planning agency)?

Yes No

If so, what, and why? [required]

1. More Specific Examples:

- Resource constraints (budgetary, human resources, material shortages).
- Operational issues (supply chain disruptions, equipment failures).
- Stakeholder engagement challenges.
- Legal or regulatory compliance issues.
- Unforeseen environmental factors.

2. Guidance for Open-Ended Questions:

- Describe the challenge and its direct impact on the project.
- Explain the root cause of the challenge, if known.
- Detail any steps already taken to address the challenge.
- Indicate if the challenge is ongoing or has been resolved.

III. TIME/SCHEDULE

Have you experienced any schedule delays? Yes No

If so, why?

1. Types of Delays:

- Delays due to procurement or supply chain issues.
- Permitting or regulatory approval delays.
- Staffing or resource availability challenges.

- Technical or technological obstacles.
- Unexpected environmental or external factors (e.g., weather-related delays, public health emergencies).

2. Guidance for Open-Ended Response:

- Specify the type(s) of delays experienced and describe the contributing factors.
- Estimate the impact of the delay on the overall project timeline (e.g., weeks or months of delay).
- Describe any mitigation actions taken or planned to address these delays and prevent future occurrences.

IV. SUCCESSES

Have you had some project successes during this past month? Yes No

If so, then what?

1. Types of Successes:

- Achievement of key milestones ahead of schedule.
- Successful resolution of previously identified challenges or issues.
- Positive feedback or recognition from stakeholders or the community.
- Innovations or improvements that enhanced project efficiency or effectiveness.
- Cost savings or budget optimizations achieved during the project.
- Successful collaborations or partnerships formed.

2. Guidance for Open-Ended Response:

- Refine the open-ended question to encourage more detailed and actionable insights:
- Describe the specific successes achieved and explain their significance to the overall project goals.

Indicate how these successes have impacted the project timeline, budget, stakeholder engagement, or other key performance indicators."

- Share any best practices, strategies, or approaches that contributed to these successes.

V. TECHNICAL ASSISTANCE

Would you like to receive any technical assistance? Yes No

If so, regarding which topic?

[TA Options: NIMBY issues, acquisitions, zoning and permitting, real estate issues pertinent to infrastructure]

1. **Detailed Explanation of Technical Assistance Options:**

- **NIMBY issues:** Offer strategies and communication plans to address local opposition to development projects ("Not In My Backyard" phenomena).
- **Acquisitions:** Guidance on the process of acquiring property, including negotiations, assessments, and legal considerations.
- **Zoning and permitting:** Assistance with navigating zoning laws and obtaining necessary permits for construction or renovation.
- **Real estate issues pertinent to infrastructure:** Support on issues related to real estate that impact infrastructure projects, such as land use, property rights, or environmental considerations.

2. **Additional Technical Assistance Options:**