

**OMB Number:** 1660-0072

**Expiration:** 2/28/2023

Region	Recipient	Fiscal Year	Program	Award #	Subaward #
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Date Final Disbursement Made to Sub-grantee	Date of Last Drawdown	Go/No Go Milestone (Check Work Schedule for Task Name)	Go/No Go Milestone Delay	Go/No Go Milestone Time Extension Date	Go/No Go Milestone Comments
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# of Properties Mitigated this  
Quarter



Comments

Actual Project Completion Date

Federal Share Obligated

Cost Code

Federal Funds Disbursed

Percentage Work Complete

Sub-grantee Expenditures To Date

Total Grantee Drawdown

Date Final Disbursement Made to Sub-grantee

Date of Last Drawdown

**Go/No Go Milestone (Check Work Schedule for Task Name)**

**Go/No Go Milestone Delay**

**Go/No Go Milestone Time Extension Date**

**Go/No Go Milestone Comments**

**# of Properties Mitigated this Quarter**



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**Field Description**

This field should be pre-populated but in the event it is not: Populate the Region # your State/Tribe/Territory is affiliated to. (i

This field should be pre-populated but in the event it is not: Enter your State/Tribe/Territories. NOTE: Please use the abbrevia

This field should be pre-populated but in the event it is not: Populate or confirm the Fiscal Year for this reporting period.

This field should be pre-populated but in the event it is not: Populate or confirm that the Program associated with this project

This field should be pre-populated but in the event it is not: Populate or confirm that the Award # associated with this project

This field should be pre-populated but in the event it is not: Populate or confirm that the Subaward # associated with this proj

This field should be pre-populated but in the event it is not: Populate or confirm that the Application ID associated with this p

This field should be pre-populated but in the event it is not: Populate or confirm the name of the project that was awarded.

This field should be pre-populated but in the event it is not: Populate or confirm the quarter number for this reporting period.

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**On Schedule:**

All work within the sub-award should align with the Scope of Work (SOW), budget and milestones.

**Work Completed:**

100% work completion is based on sub-recipient's report to the recipient, the date on which all work associated with the appr obtain insurance). This does not include associated grant administrative activities (e.g., submitting payments of claims or certi

If a subsequent recipient site visit does not verify work was actually completed in compliance with the terms of the award, sta FEMA may choose to treat the work as still ongoing under the grant award, in which case closeout timeframes will essentially determine that any non-compliance with the approved scope of work identified during closeout result in disallowed costs und

**For planning-related activities, 100 percent work completion is also when all work within the approved scope of work (SOW**

**For HMA mitigation planning grants, 100 percent work completion is on the date FEMA issues the approval letter to the sub pursuing plan adoption and approval under a multijurisdictional plan.**

**The overall project closeout process begins upon completion of the project work. The recipient must enter in its progress o respective 120-day project closeout reporting time frames for the sub-recipient and recipient.**

**Reporting Completed:**

This phase is when all financials have been reconciled and the sub-award is ready for closeout.

**Closed:**

A project will be noted as closed when all eligible project costs are reconciled, final payment is made, the project is closed in t a QPR will be required even if a project is 100% work complete.

**Suspended:**

A suspended sub-award is a temporary hold preventing further expenditure of funds.

**Delayed:**

Any sub-award that has been delayed due to things beyond your control (i.e. Weather, Procurement, Design Error, Cost Overr

**Cancelled:**

A cancelled sub-award means the end of the Federal award prior to the planned end of the Period Of Performance (POP). Som High budget costs

Contractors cannot meet milestones; Unrealistic timeframes

Lack of material, tools, staff

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Enter the date the grantee was awarded

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Enter the date of POP official start date (date recipient accepts award.)

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Enter the date of POP proposed end date

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Has the POP been extended beyond the approved, initial POP? If yes, complete the 'POP Time Extension Date' field in the nex

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Enter the new, approved date of the POP.

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Add any comments relevant to the project. List your accomplishments or activities for this period of performance, and indicate how they relate to the Accepted Project Proposal. Provide any challenges to the completion of your project (to include problems and/or delays) during this reporting period. If those challenges or developments resulted or will result in corrective actions and/or changes to the project, describe them.

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The overall project closeout process begins upon completion of the project work. The recipient must enter in its progress or percentage of completion.

The work completion date also triggers the respective 90-day project closeout reporting time frames for the sub-recipient and the recipient.

Enter Federal Share Obligated

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From the drop down menu, select whether the project's costs are: Unchanged, Overrun, Underrun.

Enter the total Federal funds provided to the sub-recipient.

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You are measuring the estimated percentage between where the project currently is in relation to the Scope of Work. 100 percent work completion is when the approved Scope of Work is complete, including meeting all compliance requirements (e.g., EHP, code and permit certifications, etc.) and providing all necessary certifications to the recipient for project closeout, financial reconciliation, or recipient site inspections).

If a subsequent recipient site visit does not verify work was actually completed in compliance with the terms of the award, state the reasons for non-compliance. FEMA may choose to treat the work as still ongoing under the grant award, in which case closeout timeframes will essentially be extended. Non-compliance will determine that any non-compliance with the approved scope of work identified during closeout result in disallowed costs under the award.

For planning-related activities, 100 percent work completion is also when all work within the approved scope of work (SOW) is completed.

For HMA mitigation planning grants, 100 percent work completion is on the date FEMA issues the approval letter to the sub-recipient for the plan adoption and approval under a multijurisdictional plan.

NOTE: Until the project is officially closed in appropriate electronic grants system, a QPR will be required even if a project is 100 percent complete.

Current funding paid to the vendors by the sub-recipient.

The Federal obligations the recipient has drawn down from IFMIS.

Enter the date the final amount of funding was given by the recipient to the sub-recipient.

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Enter the date the recipient last drew down funds

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If applicable, please list the project tasks provided in your application for the duration of the performance period. Please identify the task name, the start and end dates, and identify the task name.

If applicable, has the Go/No Go Milestone been extended beyond the approved, initial POP? If yes, complete the 'Go/No Go Task Name' and 'Go/No Go Milestone Date'.

If applicable, enter the new, approved date of the Go/No Go POP.

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If applicable, add any comments relevant to the Go/No Go Milestone Task(s). List your accomplishments or activities for this period of performance, and indicate how they relate to the specific objective(s) from the Accepted Project Proposal. Provide any challenges to the completion of your project (to include problems and/or delays) during this reporting period. If those challenges or developments resulted or will result in corrective actions and/or changes to the project, describe them.

Enter # of Properties Mitigated this Quarter

**Input Type**

#

Text

#

Drop Down (BRIC, FMA, PDM)

#

#

Text

Text

#

Drop Down (On Schedule, Work Completed, Reporting Completed, Closed, Suspended, Delayed, Cancelled)

Date

Date

Date

Drop Down (Yes, No)

Date

Text

Date

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Drop Down (Unchanged,  
Overrun, Underrun)

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Date

Date

Text or NA

Drop Down (Yes, No, NA)

Date or NA

Text or NA

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