

U.S. Department of Energy

SEP PROGRAM STATUS REPORT

Grant Number 000000000

Grant Period: 10/01/2024 - 12/31/2025

TitleAdministrative and Program Support

Activity:Program Management

Program Year:2024

State:

Status:Active

% of work complete:0

Final☐

MILESTONES

Milestone (planned number)	04/01/2025 - 06/30/2025				To Date
Milestone 01					
	0				0
Milestone 02					
	0				0
Milestone 03					
	0				0
Milestone 04					
	0				0
Milestone 05					
	0				0
Milestone 06					
	0				0
Milestone 07					
	0				0
Milestone 08					
	0				0
Milestone 09					
	0				0
Milestone 10					
	0				0
Milestone 11					
	0				0
Milestone 12					
	0				0
Milestone 13					
	0				0
Milestone 14					
	0				0

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Provide information for and promote alternative fuels, transportation, and ridesharing initiatives through website and public outreach (on					
	0				0
Review subrecipient invoices for compliance with fiscal policies (17)					
	0				0
Review subrecipient reports for program effectiveness (ongoing quarterly activity) (4)					
	0				0
Train subrecipients on policies and procedures (17)					
	0				0

FINANCIAL METRICS

Source Of Funds	04/01/2025 - 06/30/2025				To Date
Federal	\$0.00				\$0.00

PROCESS METRICS

	04/01/2025 - 06/30/2025				To Date
10. Training and Education/ Technical Assistance					
10a. Education and outreach conducted					
Number of contacts reached via webinars, site visits, fact sheets, or other (count)					
	0				0
Number of workshops, training, and education sessions held (count)					
	0				0
Number of people attending workshops, training, and education sessions (count)					
	0				0
10b. Technical assistance provided					
Number of participants (count)					
	0				0
10e. Energy assurance (security, emergency, resiliency) activities					
Number of training sessions completed (count)					
	0				0
Number of workshops and tabletop exercises, training, and education sessions held (count)					
	0				0
Number of people attending workshops, training, and education sessions (count)					
	0				0
Number of people trained (count)					
	0				0
11. Other					
11a. Administrative					
This is an administrative activity					
					No

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QUALITATIVE DESCRIPTIONS

04/01/2025 - 06/30/2025

Accomplishments, publicity, good news

Activity	Start Date	End Date	Actual Duration	Planned Duration	Variance	Remarks (problems, issues, variance from plan)
1. Project Initiation	2023-01-01	2023-01-15	14 days	14 days	0 days	Project initiated successfully. All stakeholders identified.
2. Requirements Gathering	2023-01-16	2023-02-10	25 days	25 days	0 days	Requirements gathering completed. Minor delays in stakeholder availability.
3. System Design	2023-02-11	2023-03-15	34 days	34 days	0 days	System design phase completed. Some design changes required.
4. Development	2023-03-16	2023-04-30	45 days	45 days	0 days	Development phase completed. Minor bugs identified and fixed.
5. Testing	2023-05-01	2023-05-20	20 days	20 days	0 days	Testing phase completed. All test cases passed.
6. Deployment	2023-05-21	2023-05-25	5 days	5 days	0 days	Deployment completed successfully. System is live.
7. Project Closure	2023-05-26	2023-06-05	10 days	10 days	0 days	Project closure activities completed. Final report generated.
Total	2023-01-01	2023-06-05	148 days	148 days	0 days	Overall project completed on schedule.

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PAPERWORK REDUCTION ACT STATEMENT

This data is being collected to ensure transparency and accountability and to adequately gather programmatic and financial, outcome, expenditure, and obligation data to provide metrics showing how the grant recipient is implementing their respective Department of Energy (DOE) funded state plans. The data you supply will be used by DOE to track and determine program outcomes and respond to congressional, budget, and Office of Management and Budget (OMB) requests and other inquiries regarding progress on grantees' State Energy Program (SEP) activities.

Public reporting burden for this collection of information is estimated to average 16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Office of the Chief Information Officer, Enterprise Policy Development & Implementation Office, IM-22, Information Collection Management Program (1910-5126), U.S. Department of Energy, 1000 Independence Ave SW, Washington, DC 20585; and to the Office of Management and Budget, OIRA, Paperwork Reduction Project (1910-5126), Washington, DC 20503.

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Submission of this data is mandatory as appropriate and grant recipients can only view their own reporting using multi-factor authentication.

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