QUARTERLY LARGE PROJECT PROGRESS REPORT
for FEMA's Public Assistance Program

Applicant Information

Applicant’s Name: ____________________________________________________________

Disaster Number (DR): ____________ Reporting Period: ____________________________

Project Completion Information

<table>
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<tr>
<th>PW #</th>
<th>Category</th>
<th>Project Approved Amount</th>
<th>Total Amount Expended to date</th>
<th>Amount Drawn down</th>
<th>Est. % of Work Complete to Date</th>
<th>Est. Date of Completion</th>
<th>Project POP date</th>
<th>Special Considerations</th>
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Certification

I do hereby certify for the applicant that the above information is true.

Signature of Applicant’s Agent __________________________ Date ____________________

Note: Quarterly Progress Reports are due by the 15th day of April, July, October and January for the preceding quarter. Please email them to Kim.Canarecci@vermont.gov
Instructions for completing the FEMA Public Assistance Quarterly Progress Report Form

Purpose
The purpose of this form is to report the progress of Public Assistance large projects.

General
All items on the form must be completed by the Applicant and returned to Vermont Emergency Management. Incomplete forms will be returned to the Applicant. Quarterly progress reports shall be submitted to VEM by the 15th day of April, July, October and January for the preceding quarter. Up to seven (7) projects may be reported on this form. Email all completed forms to: Kim.Canarecci@vermont.gov

Applicant Information
Applicant’s Name
Enter the name of the Applicant organization or jurisdiction.

Disaster No.
Enter the four-digit Federal Declaration Number. This number is assigned by FEMA once the disaster or emergency has been declared by the President. This number is included on the Declaration Fact Sheet.

Reporting Period
Which reporting period is this for? April 15, July 15, October 15 or January 15, or final closeout report

Project Completion Information
PW #
Enter the Project Worksheet (PW) number.

Category
Enter the appropriate letter for the category of work for the project. CAT A: Debris, B: Emergency Work, C: Roads, D: Water Control Facilities, E: Buildings and Equipment, F: Utility, G: Parks, Recreational and Other

Total Funding Approved
Enter the total project funding (100%) as shown on the PW.

Total Amount Expended
Enter the total amount expended on the project to date.

Total Amount Drawn down
Enter the total amount that has been requested from VEM and received to date.

Total % Complete to Date
Enter the percentage of the work that has been completed to date.

Est. Date of Completion
Enter the estimated date of completion for the project.

Project POP date
Period of Performance- Date that was written into the original project for required completion.

Special Considerations
Enter the codes below, for special considerations which affect the project:
1. Permit issues
2. Environmental Review
3. Historic Preservation
4. Appeal
5. Insurance
6. Litigation
7. Engineering/Design Review
8. Other (attach comments)

Certification
Applicant’s Agent
The Applicant’s Agent must sign and date the Quarterly Progress Report certifying that the information provided is true.