

# CCCFF Progress Report

## Compliance and Performance Review - Semi-Annual Report

Purpose: obtain information about the progress of the project along with documenting the activities undertaken by the Grantee thus far in completing the project as indicated in the contract.

This semi-annual progress report must be completed and returned to the Department of Economic Development by the Grantee twice yearly, six (6) months from the date of approval and every six (6) months thereafter until the completion of the project as stated in the contract between the Department of Economic Development and the Grantee. **NOTE:** all fields are required.

This report has been provided for performance audit purposes to monitor compliance with the rules and regulations of CCCFF which necessarily includes compliance with authorizing Neb. Rev. Stat §§ 13-2701 through 13-2710.

Fifty percent of the total awarded amount was disbursed to the Recipient at the time of contract execution (or as otherwise negotiated), the final disbursement is issued as reimbursement and requires a review of Recipient records. This includes submission of the Compliance Review Report.

Direct questions to CCCFF Coordinator: [jenny.mason@nebraska.gov](mailto:jenny.mason@nebraska.gov).

## Progress Report Period:

Check one and indicate year of report.

|                  |  |  |                                      |
|------------------|--|--|--------------------------------------|
| 2017 AWARDS ONLY | <input type="checkbox"/> December 30, ____ | <input type="checkbox"/> June 30, ____ | <input type="checkbox"/> Other: ____ |
|------------------|--|--|--------------------------------------|

|                       |   |   |                                      |
|-----------------------|---|---|--------------------------------------|
| All other award years | <input type="checkbox"/> September 30, ____ | <input type="checkbox"/> March 30, ____ | <input type="checkbox"/> Other: ____ |
|-----------------------|---|---|--------------------------------------|

## Grantee Information

|                                    |  |                     |        |
|------------------------------------|--|---------------------|--------|
| Grantee:                           |  | Contract #:         | - 03 - |
| Project name:                      |  |                     |        |
| Total project costs (incl. CCCFF): |  | CCCFF award amount: |        |
| CCCFF Contract Dates               |  |                     |        |
| Start date:                        |  | End date:           |        |
|                                    |  | Extension date:     |        |

|                                     |  |
|-------------------------------------|--|
| Total project expenditures to date: |  |
|-------------------------------------|--|

*I hereby certify that all of the information provided to the Nebraska Department of Economic Development described within the completed six month progress report as required is accurate, complete, and will be maintained in our files for three years after the grant closeout date and that these files will be available for review upon request.*

Report Preparer Signature

Name and Title

Organization

## Project Status Summary

This section of the project status report provides a quick executive overview of the status of the project. It is intended to be a high-level summary. Describe the physical impact/outputs of work completed this reporting period. Assess whether or not project is on schedule and include any amendments or extensions that have been granted for the project. Indicate any project risks.

*Example: The development is on track to finish on time. The project budget is estimated to run over. The project team is working to address budget concerns. All remaining work to be completed is on the interior of the facility, no weather-related construction delays are expected. Planning activities for implementation of next phase of project are underway.*

## Planned Project Progress

Provide an overview of the work being performed during the next reporting period. Describe the planned activities and any technical assistance needs. The narrative should reference upcoming project activities and milestones, where applicable.

*Example: Project is stalled due issues with site improvement work completed to date. The project is facing major delays due to defects identified in the quality assurance. The general contractor is working with the project team to fix the issues. The project budget is estimated to run over, project team is looking at alternatives. The project schedule is a concern.*

***Has this award helped you accomplish your project goals?***

***Are there any barriers to your success with this project?***

***Are you interested in accessing additional DED programs?***

***Additional information:***