

# Pilot Fuel Break Grants Program

**Project Progress Report (Gate Two)**



**I. CONFIRMATION OF APPLICANT AND PROJECT DETAILS**

Project Title	
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<b>Contact Person/Project Manager</b>	
Title/Given Name/Surname	
Position Title	
Postal Address	
Work Phone/Mobile Phone	
Email Address (all correspondence will be sent to this address)	

**2. SUMMARY OF PROGRESS AND PERFORMANCE FOR REPORTING PERIOD**

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**3. PROJECT STATUS OVERVIEW**

Key Areas	Yes/No	Comment
<b>SCOPE</b>		
Is the scope of the project consistent with the application?		
Have all relevant preliminaries, assessments, approvals and permits been acquired / completed?		
<b>BUDGET</b>		
Is the budget on track?		
<b>RESOURCES</b>		
Are there any significant resource implications?		

<b>STAKEHOLDERS</b>		
Has there been a change to or issues with stakeholders?		
<b>SCHEDULE</b>		
Has there been a change to the project schedule?		
<b>RISK</b>		
Are there any emerging or significant risks to the project? How will they be addressed?		
<b>WORKS</b>		
Details of any work or studies carried out to the date (photos can be included).		

#### 4. PROJECT BUDGET

Task	Financials
Approved quoted amount for this phase	
Grant budget spent this phase (as per quote)	
Matched funds or in-kind contributions this phase	
Total amount spent to date	
Total project budget	
Anticipated expenditure next phase	

#### 5. PROJECT GATE TWO APPROVAL

Task	Yes/No	Comment
Are there any adjustments or variations to the approved Project Application or Deed?		

## 6. ATTACHMENTS

Please supply any supporting documents (PDF) as attachments when emailing this report.

Attachment 1	
Attachment 2	
Attachment 3	
Attachment 4	

## 7. DECLARATION

To be signed by the General Manager (or equivalent).

I declare that the information given in this form is complete and correct, and the appropriate organisational endorsement has been received to submit this application.

I consent to the release of information in this application (excluding personal details) for non-commercial public information purposes.

Signature	
Name	
Position Title	
Date	

Completed reports must be submitted as PDF to: [FRPGrants@fire.tas.gov.au](mailto:FRPGrants@fire.tas.gov.au)