

FY 2024 Quarterly Work Plan Report

Agency	Project Title	Project Manager

Report for Quarter Ending	<input type="checkbox"/> January (October 1 to December 31) <input type="checkbox"/> April (January 1 to March 31) <input type="checkbox"/> July (April 1 to June 30) <input type="checkbox"/> October (July 1 to September 30)
---------------------------	--

Milestone 1:		
Date	Percentage Complete (If 100% Complete Date of Completion)	Notes, Changes to Milestone, Justification for Not Completing Milestone Deadline

Milestone 2:		
Date	Percentage Complete (If 100% Complete Date of Completion)	Notes, Changes to Milestone, Justification for Not Completing Milestone Deadline

Milestone 3:		
Date	Percentage Complete (If 100% Complete Date of Completion)	Notes, Changes to Milestone, Justification for Not Completing Milestone Deadline

Milestone 4:		
Date	Percentage Complete (If 100% Complete Date of Completion)	Notes, Changes to Milestone, Justification for Not Completing Milestone Deadline

Milestone 5:		
Date	Percentage Complete (If 100% Complete Date of Completion)	Notes, Changes to Milestone, Justification for Not Completing Milestone Deadline

Project Status: Please select one that best describes the status of your entire project.

- Not Started
- On Schedule
- Behind Schedule
- Ahead of Schedule
- Complete (Only mark when you are finished, and funds will be left or transferred to another project)

Project Management Step: Please select one that best describes the status of your entire project.

- Initiate
- Plan
- Execute
- Control
- Close-Out