BRITISH COLUMBIA | Ministry of Transportation and Transit

B.C. ACTIVE TRANSPORTATION INFRASTRUCTURE GRANTS PROGRAM
ACTIVE TRANSPORTATION NETWORK PLAN PROGRESS REPORT

The purpose of this form is to update the Ministry of Transportation and Transit on the progress of the approved project. Please complete and email to BCATgrants@gov.bc.ca.

SECTION I – PROJECT INFORMATION			
Proponent Name:		**Conditional Grant Agreement/ Project No.:**	
Project Title:			

SECTION II – PROJECT PROGRESS		
Project status at (date):	Project start date:	
☐ On target	Project completion date:	
☐ Behind schedule *(please provide brief explanation in Section IV)	Percentage of project complete at report date:	%
	Estimated complete by March 31, 2026	%

SECTION III – DESCRIPTION OF PROJECT PROGRESS
Please provide a brief description of project progress for this reporting based on elements listed on Schedule A of the Conditional Grant Agreement (CGA).

SECTION IV – OUTSTANDING ISSUES
If project is behind schedule, please indicate why and what efforts are being made to ensure that the terms in the CGA are met. If a scope change is required, please provide rationale below. A scope change or an extension to the project end date must be approved by the Ministry, before any changes are implemented, otherwise expenses incurred may not be eligible. If approved, a CGA amendment will be prepared for signature by both parties. Important note when extending the completion date of an open project: your community may be eligible for the grant intake immediately following when the open project was awarded, but will be ineligible for all future intakes until the project is completed.

SECTION IV – CONTACT INFORMATION	
Contact Name:	**Tel No.:**
Title:	**Email:**
Signature:	**Date:**