

**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 Infrastructure on the progress of the approved project. Please complete and email to [BCATgrants@gov.bc.ca](mailto:BCATgrants@gov.bc.ca).

**SECTION I – PROJECT INFORMATION**

<b>Proponent Name:</b>		<b>Conditional Grant Agreement/ Project No.:</b>	
<b>Project Title:</b>			

**SECTION II – PROJECT PROGRESS**

Project status at (date):	Project start date:
<input type="checkbox"/> On target	Project completion date:
<input type="checkbox"/> Behind schedule *(please provide brief explanation in Section IV)	Percentage of project complete at report date: %
	<b>Estimated complete by March 31</b> %

**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).

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**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.

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**SECTION IV – CONTACT INFORMATION**

<b>Contact Name:</b>	<b>Tel No.:</b>
<b>Title:</b>	<b>Email:</b>
<b>Signature:</b>	<b>Date:</b>