

Interim Progress Report - Living Rivers

Form Preview

Project Tracking

* indicates a required field

Reporting period from: *

Must be a date

Reporting period to: *

Must be a date

Have you requested a formal variation? *

- Yes
- No
- Don't know

Key Project Details:

Project Title

Agreed Project times:

Projected dates:

Projected Start Date

(This comes from your application form)

Projected End Date

(This comes from your application form)

Actual dates:

Actual Start date *

Must be a date

Actual End Date *

Must be a date

If your dates have varied from the original, please outline why.

Status Update:

Please give us an indication of the status of your overall project.

Status *

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- Completed
- On track
- Behind schedule

What % is completed? *

Must be a number only - no % sign

Comment on activities undertaken to date

What are the upcoming actions that you will be undertaking in order to complete/progress the project?

Comment if there are significant variations to budget, scope or KPIs

Your Regional Coordinator will be in touch to discuss

Any attachments

Attach a file:

e.g. documentation or photos. Max 25mb.

Financial

Expenditure

Please provide a description of the item/s funding was provided for.

Please refer to your application, agreement/letter of offer for details.

Expenditure (Items funding was provided for)	Council \$	MW \$	Other funders \$	Total
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Total Expenditure

Total actual

\$

Must be a dollar amount. This number/amount is calculated.

Proof of Expenditure

For the items listed above, please attach proof of expenditure in the form of copies of receipts of goods or services purchased e.g. consultancy contract

Attach a file:

Max 25mb

Certification

* indicates a required field

I certify that the information and attachments within this report are a true and accurate record of the distribution of the grant funds received and the progress of the funded project.

I agree *

Yes

Name *

First Name

Last Name

Position *

Privacy Notice

Melbourne Water respects the privacy of your personal information and we collect and handle it in accordance with the *Privacy and Data Protection Act 2014 (Vic)*. The personal information we ask for in your Grant application is needed to receive, assess, manage and communicate with you about our Grants programs. It includes your name, email address and contact details.

The information will be used by Melbourne Water staff responsible for managing our Grants programs. We may share your personal information with our contractors. We may prepare anonymous statistical reports about our Grants programs. Melbourne Water or our contractors may contact you to conduct customer research.

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The Grants Portal uses OurCommunity's SmartyGrants system and personal information you provide will be handled on computer servers in New South Wales and other places outside Victoria. We encourage you to read the SmartyGrants Privacy Policy (Applicants) at www.smartygrants.com.au.

To access your personal information, contact Melbourne Water's Privacy Advisor by calling 131 722 or emailing enquiry@melbournewater.com.au. Our Privacy Policy is available on our website (melbournewater.com.au) or by contacting us as above.