Use this document to track the status of project milestones throughout the grant lifecycle. Documentation associated with each milestone should be submitted to the DNRC Grant Manager throughout the project.

**Applicant/Recipient Entity Name:**

**Project Title:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Applicable to Project? (Yes/No)** | **ESTIMATED****Completion Date** | **ACTUAL****Completion Date** | **Comments** |
| **ENGINEERING PROCUREMENT\*** |
| Project Engineer procured, and engineering contract executed. |  |  |  |  |
| Other: |  |  |  |  |
| **PLANNING & DESIGN\*** |
| Preliminary design document completed (PER or Tech Memo). |  |  |  |  |
| DEQ Review: Plans and Specifications SUBMITTED to DEQ. |  |  |  |  |
| DEQ Review: Plans and Specifications APPROVED by DEQ. |  |  |  |  |
| Permit and/or other Agency Review: SUBMITTED for review. |  |  |  |  |
| Permit and/or other Agency Approval: APPROVAL received. |  |  |  |  |
| Water Rights finalized. |  |  |  |  |
| Site Title Opinion, Right-Of Way, Land Purchases finalized. |  |  |  |  |
| MEPA/NEPA complete or MEPA checklist submitted to DNRC. |  |  |  |  |
| Other: |  |  |  |  |
| **PROJECT BIDDING** |
| Bid document advertised. |  |  |  |  |
| Bid complete and construction contract executed. |  |  |  |  |
| Other: |  |  |  |  |
| **PROJECT CONSTRUCTION** |
| Construction start. |  |  |  |  |
| Construction complete. |  |  |  |  |
| Project closeout. |  |  |  |  |
| Other: |  |  |  |  |

\*Engineering Procurement and Design Phase tasks must be completed before Project Bidding and Construction Phase tasks.