Project Status/Watch List Report – [Month Year] [Project Name (Acronym)]

(Use Times New Roman 12 point font/Keep report text to 2 pages)

DATE:

LOCATION OF PROJECT:

PROGRAM MANAGER:

• cumulative

BCWS: _

FEDERAL PROJECT DIRECTOR:

ACQUISITION EXECUTIVE:

CURRENT CRITICAL DECISION: CD-___

1. PROJECT STATUS									
	MIE / Line Item /	MIE / Line Item / Cooperative							
Project Type	Agreement	Agreement							
CD-1	Planned:	Actual:							
CD-2	Planned:	Actual:							
CD-3	Planned:	Actual:							
CD-4	Planned:	Actual:							
TPC Percent Complete	Planned:%	Actual:%							
TPC Cost to Date									
TPC Committed to Date									
TPC									
TEC									
Contingency Cost (w/Mgmt Reserve)	\$	% to go							
Contingency Schedule on CD-4b	months	%							
CPI Cumulative									
SPI Cumulative									

(Include funding chart here.)

(include funding chart heres)											
	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	Total
DOE											

cumulative

BCWP: _____

cumulative

ACWP: _

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2. TECHNICAL SCOPE

(Include a 1-2 sentence concise summary of the project's scope—what is being constructed or fabricated?)

3. FEDERAL PROJECT DIRECTOR'S ASSESSMENT

(Concise, one paragraph summary.)

4. PROGRESS

• (Briefly describe project's progress since last month's reporting. What does Acquisition Executive and Pat Dehmer need to know?)

5. ISSUES AND RISKS

• (Focus on major/high-level issues that could potentially affect the technical/cost/schedule of the project. What does Acquisition Executive and Pat Dehmer need to know? Are the issues being addressed and how?)

6. ACTION ITEMS / DECISIONS / UPCOMING EVENTS:

• (Bulleted list of activities with due dates.)