**Today’s Date:**

**Date of Next Status Update Report:**

**Date of Work Plan Approval:**

**Project Completion Date:**

**Does this submission include an amendment request?** \_\_

**PROJECT TITLE:**

**Project Manager:**

**Organization:**

**College/Department/Division:**

**Mailing Address:**

**City/State/Zip Code:**

**Telephone Number:**

**Email Address:**

**Web Address:**

**Location:**

**Total Project Budget:** $0

**Amount Spent:** $0

**Balance:** $0

**Legal Citation:** M.L. 2019, Chp. xx, Sec. xx, Subd. xx

**Appropriation Language:**

# I. PROJECT STATEMENT:

# II. OVERALL PROJECT STATUS UPDATES:

**First Update March 1, 2020**

**Second Update September 1, 2021**

**Third Update March 1, 2021**

**Fourth Update September 1, 2022**

**Fifth Update March 1, 2022**

**Final Report between project end (June 30) and August 15, 2022**

# III. PROJECT ACTIVITIES AND OUTCOMES:

## ACTIVITY 1 Title:

**Description:**

**ACTIVITY 1 ENRTF BUDGET: $**

|  |  |
| --- | --- |
| **Outcome** | **Completion Date** |
| 1.  |  |
| 2.  |  |
| 3.  |  |

**First Update March 1, 2020**

**Second Update September 1, 2021**

**Third Update March 1, 2021**

**Fourth Update September 1, 2022**

**Fifth Update March 1, 2022**

**Final Report between project end (June 30) and August 15, 2022**

# IV. DISSEMINATION:

**Description:**

**First Update March 1, 2020**

**Second Update September 1, 2021**

**Third Update March 1, 2021**

**Fourth Update September 1, 2022**

**Fifth Update March 1, 2022**

**Final Report between project end (June 30) and August 15, 2022**

**V. ADDITIONAL BUDGET INFORMATION:**

**A. Personnel and Capital Expenditures**

**Explanation of Capital Expenditures Greater Than $5,000:**

**Explanation of Use of Classified Staff:**

**Total Number of Full-time Equivalents (FTE) Directly Funded with this ENRTF Appropriation:**

|  |  |
| --- | --- |
| Enter Total Estimated Personnel Hours for entire duration of project:  | Divide total personnel hours by 2,080 hours in 1 yr = TOTAL FTE: |

**Total Number of Full-time Equivalents (FTE) Estimated to Be Funded through Contracts with this ENRTF Appropriation:**

|  |  |
| --- | --- |
| Enter Total Estimated Contract Personnel Hours for entire duration of project:  | Divide total contract hours by 2,080 hours in 1 yr = TOTAL FTE: |

# VI. PROJECT PARTNERS:

## A. Partners outside of project manager’s organization receiving ENRTF funding

## B. Partners outside of project manager’s organization NOT receiving ENRTF funding

# VII. LONG-TERM- IMPLEMENTATION AND FUNDING:

# VIII. REPORTING REQUIREMENTS:

* Project status update reports will be submitted March 1 and September 1 each year of the project
* A final report and associated products will be submitted between June 30 and August 15, 2022

# IX. SEE ADDITIONAL WORK PLAN COMPONENTS:

**A. Budget Spreadsheet**

**B. Visual Component or Map**

**C. Parcel List Spreadsheet**

**D. Acquisition, Easements, and Restoration Requirements**

**E. Research Addendum**