###### Report Template

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| CDEM Resilience Fund Project Status Report | Date: DD MMMM YY |
| Project title |  | Quarter *(Please circle)* | Q1 Q2 Q3 Q4 |
| Project manager |  | Contact details |  |
| Executive summary of status |
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| Progress of deliverables (as per the application) |
| Milestones | Status (on track, delayed, etc.) | Progress this quarter and next steps |
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| Identification of any issues (actual or potential) |
|  | Issue | Mitigation |
| Schedule |  |  |
| Staff resources |  |  |
| Budget |  |  |
| Dependencies |  |  |
| Stakeholders |  |  |
| Quality |  |  |
| Other |  |  |
| Budget (GST exclusive) |
| Activity | Expenditure to date | Budget to date | Full year budget | Budget forecast | Variance |
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| Comment on variance |
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| Confirmation |
| I confirm the status report is accurately reflected and the invoice amount is correct. |
| **Project Manager** | **Chief Executive** | **CEG Chair** |
| Comment by Resilience Fund Coordinator |
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