

## Project Status Report

Project Progress Milestone: #1 - #2 - #3 #4

Project Manager: [REDACTED]

Date: 3/4

Project Title: [REDACTED]

Project Scope		Project Progress	
[REDACTED]		<u>Project:</u> <ul style="list-style-type: none"> <li>M1 complete; feedback received</li> <li>M2 complete; awaiting feedback</li> <li>M3 progress:                             <ul style="list-style-type: none"> <li>Complete:                                     <ul style="list-style-type: none"> <li>See pending below</li> </ul> </li> <li>Pending M2 feedback:                                     <ul style="list-style-type: none"> <li>[REDACTED]</li> </ul> </li> </ul> </li> <li>In Progress:                             <ul style="list-style-type: none"> <li>Research results and analysis</li> <li>[REDACTED]</li> <li>Portions of Business Plan</li> </ul> </li> </ul>	
Current Status		Forecast	
<div style="display: flex; align-items: center;"> <div style="background-color: red; color: white; padding: 2px 5px; margin-right: 5px;">Red</div> <div>Project success infeasible with current plan</div> </div> <div style="display: flex; align-items: center;"> <div style="background-color: yellow; color: black; padding: 2px 5px; margin-right: 5px;">Yellow</div> <div>Project success feasible only with changes to scope, resource availability, or assistance</div> </div> <div style="display: flex; align-items: center;"> <div style="background-color: green; color: black; padding: 2px 5px; margin-right: 5px;">Green</div> <div>Project success &gt;50% likely as currently planned, considering known risks and progress to date</div> </div> <p><b>Project Status: Late; 49% complete.</b></p> <p><u>Project KAs:</u></p> <ul style="list-style-type: none"> <li>Stakeholder Engagement: Maintaining engagements (3/3)                             <ul style="list-style-type: none"> <li>Stakeholder Register: Updated (2/16)</li> <li>Requirements Traceability Matrix: Updated (2/16)</li> </ul> </li> <li>Risk Management: No new realizations (3/3)                             <ul style="list-style-type: none"> <li>Risk Register/PERT: Updated (2/19)</li> <li>Risk forms: Updated (1/22)</li> </ul> </li> <li>Change Management: 2 changes recorded (2/13)                             <ul style="list-style-type: none"> <li>Change Log: Updated (2/19)</li> <li>Change forms: Updated (2/19)</li> </ul> </li> <li>Lessons Learned: 2 lessons recorded (2/23)                             <ul style="list-style-type: none"> <li>Lessons Learned Log: Updated (2/23)</li> </ul> </li> </ul>		<u>Project:</u> <ul style="list-style-type: none"> <li>M1: [REDACTED] <i>completed 2/4).</i></li> <li>M2: [REDACTED] <i>completed 2/25).</i></li> <li>M3: [REDACTED] <i>(due 3/18).</i></li> <li>M4: Data to be added to this report later <i>(due 4/8).</i></li> </ul>	
Anticipated Changes/Key Risks/Corrective Actions		Key Takeaways / Where Help is Needed	
<u>Project:</u> <ul style="list-style-type: none"> <li>None.</li> </ul>		<u>Project:</u> <ul style="list-style-type: none"> <li>Focus on Business Plan.</li> <li>Continue stakeholder correspondence.</li> </ul>	