

## PROJECT STATUS FORM

Recipient: Village of Philmont Rising Contract #: C1001687

Project Title: Village of Philmont Rising

Date Prepared: 01/13/2022

**\*\* See guidelines for directions on completing this form \*\***

<u>Task #</u>	<u>Brief Task Description</u>	<u>Percent of Completion</u>	<u>A/T</u>	<u>Date of Completion</u>	<u>Task Accomplishments</u>	<u>Product Submitted to DOS</u>
1.1	Project Initiation Meeting	5%	T	3/31/22	Discussions with DOS re scheduling. Discussions with Vilg Co-Chairs	
1.2	Project Advisory Committee	<b>30%</b>	T	06/30/22	Initial list compiled & discussions with Vilg Co-Chairs <b>Updated 1/13/22:</b> Three presentations held 12/4, 12/5, & 12/12 to enlist participants for Subarea 1 – Community Center. 20 people attended.	Outreach presentation materials. Summary Notes.
1.3	Consultant Selection and Compliance with Procurement Requirements	<b>10%</b>	T	09/30/22	Finalized & executed Alliance Agreement & Grants Admin 9/5/21. Completed Compliance Certificate for PBI.	Alliance Agreement. Procurement Cert.
2.1	Design Development Plans	0%	T	9/30/23		
2.2	Cultural Resource Survey and Recommendations	100%	A	06/30/21	CRS Draft completed and submitted to DOS on 03/03/21 hard copy printed for VilgPhil BOA Co-Chair Vilg Trustees review – submitted 03/03/21  Final version of CRS and 2 volume Appendices completed and printed for local distribution at Vilg Office & Philmont Public Library.	Link to Dropbox provided to download CRS draft and CRIS entries files. (No changes required by DOS)  Link to VilgPhil web site provided to download CRS & 2 volume Appendices. (Approved by DOS)
2.3	Zoning Analyses and Recommendations	0%	T	10/31/23		
	Environmental Testing of Summit Lake easterly bank	0%	T	12/31/22		
2.4	Develop Marketing Campaign and		T	10/31/24	CRS webinar completed June 24 <sup>th</sup> guest speakers Jessie Ravage, and	Link to CRS webinar recording

	Implement Marketing Strategies	10%			PARKS – Jennifer Betsworth.  <b>Updated 1/13/22:</b> Heritage Working Group formed for nomination process for Village of Philmont Historic District consensus & application. Meetings held, 9/15, 10/13, 11/17, 12/15. Oct & Dec Vilg water-bill insert of flyers. Presentation scheduled for Feb / Village Hall – Heritage consulting as 1st Local Provider Workshop.	provided.  2x flyers Heritage marketing.
3.1	MWBE Reporting	0%	T	12/31/24		
3.2	Project Status Reports	20%	T	12/31/24	July 2021, Jan 2022	Submitted
3.3	Final Project Summary Report	0%	T	12/31/24		

*NOTE: Enter information into the table above. Pushing tab in the last cell of the table will insert an additional row.*

**Indicate the MWBE goals for this contract, and the state-share amounts incurred to date by state-certified MWBE firms:**

MBE Goal Amount:	<u>                    \$28,224.60                    </u>	WBE Goal Amount:	<u>                    \$28,224.60                    </u>
Incurred by MBE:	<u>                    \$0                    </u>	Incurred by WBE:	<u>                    \$0                    </u>

*Note: Any state-share MWBE costs paid to date should be entered in NYSCS to receive credit towards the MWBE goal.*

**Briefly explain how any remaining MWBE goals are expected to be achieved:**

MWBE goals are expected to be achieved as project progresses.
---

**Describe work undertaken and advancements made since the previous status report:**

30% of <b>Task 1.2</b> Three presentations aimed at enlisting Advisory Committee members. Attendees required to submit LOI to BOA Grant Committee for consideration . 10% of <b>Task 1.3</b> - Finalized & executed Alliance Agreement & Grants Admin 9/5/21. Completed Compliance Certificate for PBI. 10% of <b>Task 2.4</b> Heritage marketing campaign initiated with Working Group aimed at nomination process for Village of Philmont Historic District application. Organized presentation for Feb 2022 scheduled for Village Hall. Designed & produced 2 Heritage flyers sent to property owners in Oct & Dec Vilg water bills as an insert. Held monthly Village BOA Committee meetings, produced monthly Vilg reports included in Vilg Board meetings). Review of potential Advisory Committee members with BOA Committee Village Co-Chairs.

**If the project will not be complete by the current end date of the contract, provide an extension request, including a detailed justification and specific reasons for delay:**

Project expected to be completed within the contract period.

**Describe any proposed amendment to the budget and/or work program of this contract:**

Project does not need a budget or program amendment at this time.

**Describe any issues or problems encountered during the current reporting period:**

Project is not currently experiencing any issues.

**Person to contact if we have questions about the information provided on this form:**

Name:	Sally Baker	Email Address:	info@pbinc.org
Title:	Project Management	Affiliation:	Philmont Beautification, Inc.
Phone:	518 697 0038	Fax:	N/A