



CITY OF MADISON, INDIANA
P.A.C.E. Preservation & Community
Enhancement Grant Program

MID-POINT REPORT

MID-POINT REPORT CHECKLIST

All items on the checklist are required to submit your application. Incomplete reports will result in reimbursement of funds being withheld.

- _____ **Part A: Introduction**
- _____ **Part B: Description of the Project** (Should include which items have been completed)
- _____ **Part C: Financial Elements - Detailed Project Budget** (Should list cost of purchased materials and labor costs)

Part A: Introduction

Applicant's Name _____

Mailing Address _____

Project Overview:

Property Physical Address _____, Madison, IN 47250

Cost of Project Completed so far: _____

I understand that the grant funds must be used only for the project described in this application. The work must be completed within twelve (12) months of the date that the grant is awarded. If a project is not completed the recipient(s) may request an extension to the City of Madison Board of Works and Safety.

I understand that a failure to complete any project may result in the City of Madison placing a lien on the property in order to recover grant monies in the amount of monies received by Recipient(s).

I understand that if any plans to the project change, I must notify the Preservation Coordinator.

Applicant(s) Signature

Date

RETURN COMPLETE REPORT TO:

City of Madison, Office of Planning and Preservation
101 W. Main Street, Madison, IN 47250

For Staff use:

Process/Step	Date	Staff Initial
Complete mid-point report received by the office		
Mid-point inspection completed by the office		



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PART B: DESCRIPTION OF THE PROJECT

Please describe the project elements that have been completed so far.

Additional supporting information is attached.



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PART C: FINANCIAL ELEMENTS
DETAILED PROJECT BUDGET WORKSHEET

List all major tasks completed of the proposed Project and cost of each. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor.

Task #	Description of Work and/or Material Please Reference Appropriate Quote (Must be attached)	Total Task Budget
	SAMPLE: Lumber and supplies from Lowe's	\$1,076
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
	Totals	

Additional supporting information is attached.