Project STATUS REPORT

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|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name** |  | | |
| **Date Created** |  | **Project Manager** |  |

**Key Highlights**

**Milestones**

|  |  |  |  |
| --- | --- | --- | --- |
| **Status** | **Milestone** | **Description** | **Due Date** |
| Complete |  |  |  |
| In Progress, On Schedule |  |  |  |
| In Progress, Behind Schedule |  |  |  |
| At Risk, Issues |  |  |  |
| Not Started |  |  |  |
|  |  |  |  |

**Upcoming Meetings**

**Tasks**

**Key Upcoming or Inflight Tasks**

**Completed Tasks**

**New or Unaddressed Issues and Risks**

Project Resources

* Link to project schedule