



CCU Contact Center Solution

Monthly Status Report
For Period Ending: <Enter Date>

Prepared by: <Enter Name>

Overview

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Overall Status (R/Y/G)

G

Schedule (R/Y/G)

Schedule Variance (in days): 0 days

G

Budget (R/Y/G)

Cost Variance (in \$): \$3K (under initial estimate)

G

Risks/Issues (R/Y/G)

Status Summary:

Upcoming Milestones/Deliverables

Name	Due Date	Status

Schedule Details

Major Accomplishments This Period:

There are no identified slippages for this reporting period.

Slipping Tasks

I.D./ WBS	Name	Planned Start	Actual Start	Planned Finish	Actual Finish	Delay	Critical Path

Schedule Mitigation Plan:

1.

Budget/Resource Details

FY16 Monthly Budget (from July 2015 to July 2016)

Month	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Planned Cost												
CTD		-	-	-	-	-	-	-	-	-	-	-
Variance		-	-	-	-	-	-	-	-	-	-	-
ETC FY16												
EAC FY16												

Project Cost Summary

Baseline	Project Total CTD	Total ETC FY16	Total EAC FY16	Total ETC FY16	Out Year 1 Total	Out Year 2 Total	Out Year 3 Total	Out Year 4 Total	Estimate at Completion

Planned Cost: What you plan to spend that month. (CTD+ETC)

Cost To Date (CTD): What you have spent so far.

Variance: The difference between Planned Cost and CTD.

Estimate At Completion (EAC): What the total spend will be when the project is completed

Estimate To Complete (ETC): Total planned dollars for the remainder of the project.

FYAA: The current Fiscal Year; FYBB is the next Fiscal Year, and so on.

Budget Comments:

Resource Issues:

Risk Details

There are no identified risks for this reporting period.

Risk #	Risk Description	Risk Mitigation Strategy

Issue Details

Issue #	Issue Description	Issue Mitigation Strategy