PROJECT PERFORMANCE REPORT

Project Title: __________________________  Date Prepared: __________________________

Project Manager: _____________________  Sponsor: ________________________________

Accomplishments for This Reporting Period

1. 
2. 
3. 
4. 
5. 
6. 

Accomplishments Planned but Not Completed This Reporting Period

1. 
2. 
3. 
4. 

Root Cause of Variances


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PROJECT PERFORMANCE REPORT

Impact to Upcoming Milestones or Project Due Date

Planned Corrective or Preventive Action

Funds Spent This Reporting Period

Root Cause of Variances
PROJECT PERFORMANCE REPORT

Impact to Overall Budget or Contingency Funds

Planned Corrective or Preventive Action

Accomplishments Planned for Next Reporting Period

1. 
2. 
3. 
4. 

Costs Planned for Next Reporting Period
### New Risks Identified

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### Issues

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### Comments
