



Project and Budget Worksheet

Includes Performance Budget and Date Guidelines

1.0 Organization Information

The below tables are intended to provide a summary of the organization information.

Key Organization Data

Organization Name	City of Napavine
Street Address	407 Birch Ave SW
City	Napavine
State/Province	Washington
Zip/Postal Code	98532
Country	USA
Telephone	360-262-9344
Federal Tax ID (EIN: Employer Identification Number, XX-XXXXXXX)	91-1104580
Unique Entity Identifier (UEI)	KDSRUECN3y51

Organization Authorized Representative

First Name	Bryan
Last Name	Morris
Title	Director
Telephone	360-262-9344
Email	bmorris@cityofnapavine.com

Type of Organization

- ☐ Nonprofit Organization
- ☐ For Profit Company
- ☒ *Other - Please the unique type, please explain:* Click or tap here to enter text.



2.0 Project Information

The below information is intended to document the project information.

Expenditure Category: 5

Project Description

Please provide a description of the project. Please be as descriptive as possible.

To build a new kitchen area to include ADA compliant restrooms in the Mayme Shaddock Park for the citizens of Napavine to congregate in an open-air area before an after school to include weekends with families.

Specific Performance Metrics for Expenditure Category

Please review the Project and Expenditure Report and insert any performance metrics that are needed for the specific Expenditure Category. (to be completed by Grantor/Grantee)

<https://home.treasury.gov/system/files/136/July-2022-PE-Report-User-Guide.pdf>

Performance Metric	Description of Performance Metric
1	N/A
2	Click or tap here to enter text.
3	Click or tap here to enter text.
4	Click or tap here to enter text.
5	Click or tap here to enter text.



Overall Goals

Please provide overall goals of the project:

Goal Number	Description of Goal
1	Complete Cultural Resource Survey
2	Complete Final Civil Documents
3	Award Construction Contract
4	Start Construction
5	Complete Project

Timeline

Please provide a timeline of the project:

Task/Activity	Anticipated Timeline
Cultural Resource Survey	November 2022
Final Civil Documents	Winter 2022
Award Construction Contract	March 2023
Pre-Construction/ Demolition	May 2023
Start Construction	June 2023
End Construction	November 2023

Milestones

Please list out milestones, in the order that they will be carried out. Please use measurable data wherever possible.

Milestone Number	Milestone
1	Cultural Resource Survey
2	Final Civil Documents
3	Award Construction Contract / Pre Construction/ Demolition
4	Start Construction
5	End Construction



Budget by Line Item

Please provide a budget by line item (*please change the description of budget line items, if needed, to better suit the project*).

Budget Line Item	Budgeted Amount	Memo (if needed)
Salaries / Fringe	Click or tap here to enter text.	
Travel	Click or tap here to enter text.	
Supplies	Click or tap here to enter text.	
Equipment	Click or tap here to enter text.	
Construction	Click or tap here to enter text.	
Contractual	\$815,403.00	
Other	Click or tap here to enter text.	
Total	\$815,403.00	