

QUARTERLY PROGRESS REPORT

This Excel workbook serves as a Quarterly Progress Report (QPR) template. As a grant recipient, you will update project information in this QPR on a quarterly basis. The QPR should be submitted to fits@netl.doe.gov. Please see your Assistance Agreement for more information regarding this process.

Each State (i.e., recipient) is responsible for ensuring that all necessary project information is populated within this document, and that the information denoted is accurate. Contact your DOE Federal Project Manager (FPM) if you have questions while preparing this report. The DOE FPM (also called the Program Manager) is identified in Block 15 of the Assistance Agreement form of your grant.

Quarterly Progress Report

FY26					
October 1 - December 31 (Q1)					
Select Submission Month:	January	Enter Submission Day:	28	Enter Submission Year:	2026
01/28/26					
Recipient	Virginia Department of Energy				
DOE Grant Agreement Number	DE-FE0032436				
DOE Federal Project Manager	Ryan Toothman				
Technical Program Manager Name	Brad Boyd				
Technical Program Manager Email	brad.boyd@energy.virginia.gov				
Technical Program Manager Phone Number	276-639-6095				
Business POC Name	Amanda Sneed				
Business POC Email	amanda.sneed@energy.virginia.gov				
Business POC Phone Number	276-523-8134				
Recipient State	Virginia				
Total Number of Wells Plugged to Date	0				
Total Number of Wells Plugged this Quarter	0				
Total Number of Wells Plugged in Disadvantaged Communities to Date	0				
Total Number of Wells Plugged in Disadvantaged Communities this Quarter	0				
Total P&A Costs to Date	\$0				
Total Environmental Restoration Costs to Date	\$0				
Total Methane Measurement Costs to Date	\$0				
Cumulative Annual Methane Emissions Reduction from All Plugged Wells (Metric Tons/yr)	0				
Major Accomplishments During Reporting Period	The Virginia Department of Energy (Virginia Energy) continued collaborating with two operators, Mountain V and Diversified, who each have five (5) wells selected for plugging in the first round. Virginia Energy is finalizing the contract language. The team has initially reviewed two (2) wells submitted by a third operator, Enervest. Virginia Energy identified twelve (12) total wells to plug by early summer in 2026.				
Planned Work for Next Reporting Period	Virginia Energy will continue to collaborate with operators to review and approve plugging plans. The team will finalize contract language to begin plugging operations in spring/early summer 2026. Virginia Energy will review additional wells submitted by operators for plugging in the summer/fall of 2026.				
Items of Note	The Project Management Plan is updated to reflect changes in commencement dates. Next milestones are dependent upon the voluntary commencement of plugging operations and include Task 4.2 (Sharing Emissions Reduction Data on Website) and Task 5.1 (Begin Plugging Operations).				

QUARTERLY SPEND PLAN				
Quarter	Federal Share		Non-Federal Share	
	Planned	Actual	Planned	Actual
Q0 (Current Reporting Period)	\$14,000.00	\$2,886.22	\$0.00	\$0.00
Q ¹¹	\$14,000.00			
Q ¹²	\$150,000.00			

ADMINISTRATIVE COSTS			
	Federal Share	Non-Federal Share	Total
Total Federal Grant Amount	\$2,643,702		
Total Admin & TA Costs To Date	\$20,487	\$0	\$20,487
Percentage of Total Federal Grant Amount Used for Admin & TA (May not exceed 10%)	0.77%		

MILESTONE STATUS TABLE					
Milestone	Milestone Title	Completion Date		Status	Items of Note
		Planned	Actual		
1	Task 1.0: Project Management Planning	04/30/24	03/08/24	Complete	Project Management Plan first revision submitted
2	Task 2.0: Community Benefits Plan	04/30/24	03/08/24	Complete	Community Benefits Plan first revision submitted
3	Task 2.3: Public Website Development	06/30/24	06/15/24	Complete	Public website posted and updated monthly as per Task 2.4
4	Task 1.0: Determine Operator Parameters	04/30/24	05/30/24	Complete	Finalize required information expected for prioritization of wells to be plugged
5	Task 1.0: Finalize Guidelines for MCWs	04/30/24	06/03/24	Complete	Finalize project guidelines to share with operators
6	Task 3.0: Prioritization of MCWs, Identify Internal List of MCWs	05/31/24	05/30/24	Complete	Well Prioritization Plan and well priority list submitted
7	Task 2.2: Solicit Feedback From Operators	07/31/24	06/26/24	Complete	Engagements held with well owners/operators to provide feedback on required information (Regulatory Town Hall, VA Oil & Gas Association presentation)
8	Task 4.0: Methane Measurement Plan	09/30/24	09/23/24	Complete	Methane Monitoring Plan first revision submitted
9	Task 4.1: Develop Methane Emissions Tracking Method	10/31/24	10/24/24	Complete	Methane measurements reporting form submitted
10	Task 1.0/5.0: Open Applications for Well Owners	12/31/24	09/01/24	Complete	Applications opened for well owners and begin to receive submissions
11	Task 5.1: Review Information from Operators and Determine Eligibility	06/01/28		On Track	Utilize prioritization method to determine well eligibility
12	Task 5.1: Notify Operators of Potential Eligibility and Award Amounts	07/01/28		On Track	Notifications provided with eligibility and award information
13	Task 5.1: Develop and Approve Plugging Plans with Operators	07/15/28		On Track	Verify approved plugging plans in place
14	Task 4.1: Pre-plugging Methane Measurements Recorded	06/30/28		On Track	Emissions data recorded for wells before plugging operations begin
15	Task 5.1: Plugging MCWs - Begin Plugging Operations	06/30/26		On Track	Funds allocated and plugging operations begin
16	Task 4.1: Post-plugging Methane Measurements Recorded	09/15/28		On Track	Emissions data recorded for wells after plugging operations completed
17	Task 5.1: End Plugging MCWs - End Plugging Operations	09/01/28		On Track	All funds allocated and plugging operations for prioritized wells completed
18	Task 6.0: Well Abandonment and Environmental Restoration of Well Pads - Begin Reclamation Operations	06/30/26		On Track	Funds allocated and land restoration operations begin
19	Task 6.2: Well Abandonment and Environmental Restoration of Well Pads - Complete Reclamation	09/15/28		On Track	All funds allocated and land restoration operations completed
20	Task 3.2/4.2/5.2/6.2: Data Sharing for Well Prioritization, Methane Emission Measurement, Well Plugging, and Environmental Restoration	09/30/28		On Track	Data uploaded regularly to public website
				Select status.	

DATA SHARING REQUIREMENTS FOR PUBLIC WEBSITE

Data Sharing Requirement	Description	Completion Date				Status
		Planned Initial Submission	Actual Initial Submission	Planned Update Frequency	Latest Update Submission	
DSR1.1	COMMUNITY BENEFITS DATA SHARING: Add information regarding plans to engage with community partners (e.g., local and/or Tribal governments, labor unions, and community-based organizations) that support or work with underserved communities, including Disadvantaged Communities.	06/30/24	06/15/24	30 days	06/15/24	On Track
DSR1.2	COMMUNITY BENEFITS DATA SHARING: Add the number of high-quality jobs created (including workers from underserved populations).			30 days	Update as needed	On Track
DSR1.3	COMMUNITY BENEFITS DATA SHARING:: Add any activities to date that target advancement of diversity, equity, inclusion, and accessibility (DEIA).			30 days	Update as needed	On Track
DSR1.4	COMMUNITY BENEFITS DATA SHARING:: Add any activities to date that contribute to the Justice40 Initiative.			30 days	Update as needed	On Track
DSR1.5	WELL PRIORITIZATION DATA SHARING: Report information on the process and status of identifying and prioritizing MCWs to be permanently plugged.	06/30/24	06/07/24	30 days	Update as needed	On Track
DSR1.6	DATA SHARING ON EMISSIONS REDUCTIONS: Identify each of the MCW locations.	08/31/24	06/07/24	30 days	Update as needed	On Track
DSR1.7	DATA SHARING ON EMISSIONS REDUCTIONS: Add estimated annual reduction of methane emissions from each MCW location.	07/31/26		30 days	No wells have been plugged to date	On Track
DSR1.8	DATA SHARING ON EMISSIONS REDUCTIONS: Add the total estimated annual reduction of methane emissions from all wells plugged.	07/31/26		30 days	No wells have been plugged to date	On Track
DSR1.9	DATA SHARING ON WELL PLUGGING: Input the following data associated with each well location: operator/well owner, well type (e.g., oil/gas), production rate prior to plugging, total cost of well plugging, and whether the plugged well is located in a disadvantaged community.	07/31/26		30 days	No wells have been plugged to date	On Track
DSR1.10	DATA SHARING ON WELL PLUGGING: Input the following data associated with each plugged well: total number of wells plugged, total number of plugged wells of each type, total production rate of plugged wells prior to plugging, total costs of well plugging, and number of wells plugged in disadvantaged communities.	07/31/26		30 days	No wells have been plugged to date	On Track
DSR1.11	DATA SHARING ON ENVIRONMENTAL RESTORATION: If applicable, include the following for each well location: environmental restoration activities performed at each well pad, acreage of reclaimed and restored land, and cost of environmental restoration activities.	07/31/26		30 days	No wells have been plugged to date	On Track
DSR1.12	DATA SHARING ON ENVIRONMENTAL RESTORATION: If applicable, include aggregated data on the total acreage of reclaimed and restored land and the total cost of environmental restoration activities for all well locations.	07/31/26		30 days	No wells have been plugged to date	On Track

PROJECT VENDORS AND SUBAWARDS

Number	Organization	Subaward/ Vendor	Total Budget	Start Date	End Date	Business Address	Point of Contact	Subaward/Vendor Category*	Category of Work**
1									
2									
3									
4									
5									
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25									

Add rows as needed

<p>*Subrecipient Category:</p>	<p><i>* Well Owner/Operator * Well Plugging Contractor * Methane Emissions Measurement Contractor * Environmental Resoration Contractor *Other (describe)</i></p>
<p>**Category of Work:</p>	<p><i>* Well Plugging and Abandonment * Methane Emissions Measurement * Environmental Resoration * Other (describe)</i></p>

QUANTITATIVE WELL DATA

Number	API Number or Applicable Well Identifier	County	Latitude	Longitude	Previous 12-Month Production Rate (BOEPD)	Pre-Plugging Emissions (g/hr)	Post-Plugging Emissions (g/hr)	Annual Methane Emissions Mitigated (Metric Tons/yr)	Total P&A Costs by Well	Environmental Restoration Costs by Well	Methane Measurement Costs by Well
1											
2											
3											
4											
5											
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22											
23											
24											
25											
							Totals	0	\$0	\$0	\$0

Add rows as needed

ADDITIONAL WELL DATA

Number	API Number or Applicable Well Identifier	County	Latitude	Longitude	Date Well was Permanently Plugged	Well Owner /Operator	Well Plugging Contractor	Well Type (e.g. oil, gas)	Location in Disadvantaged Community*	Location on Tribal Lands	Methane Emissions Measurement Instrument	Methane Emissions Measurement Contractor	Environmental Restoration Activities Performed	Acreage of Reclaimed and Restored Land	Environmental Restoration Contractor
1															
2															
3															
4															
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23															
24															
25															

Add rows as needed

Total Wells in Disadvantaged	0	0
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*DOE recognizes disadvantaged communities as defined and identified by the White House Council on Environmental Quality's Climate and Economic Justice Screening Tool (CEJST), located at:
<https://screeningtool.geoplatform.gov/>

Federal Financial Report

(Follow form Instructions)

OMB Number: 4040-0014
Expiration Date: 02/28/2025

1. Federal Agency and Organizational Element to Which Report is Submitted U.S. Department of Energy		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) DE-FE0032436	
3. Recipient Organization (Name and complete address including Zip code) Recipient Organization Name: Virginia Department of Energy Street1: 3405 Mountain Empire Road Street2: City: Big Stone Gap County: State: VA: Virginia Province: Country: USA: UNITED STATES ZIP / Postal Code: 24219-0000			
4a. UEI JG6TMJXU4EM5	4b. EIN 54-1297967	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)	
6. Report Type <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input type="checkbox"/> Final	7. Basis of Accounting <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual	8. Project/Grant Period From: 12/01/2023 To: 09/30/2028	9. Reporting Period End Date 12/31/2025
10. Transactions (Use lines a-c for single or multiple grant reporting)			Cumulative
Federal Cash (To report multiple grants, also use FFR attachment):			
a. Cash Receipts			18,728.05
b. Cash Disbursements			18,728.05
c. Cash on Hand (line a minus b)			0.00
(Use lines d-o for single grant reporting)			
Federal Expenditures and Unobligated Balance:			
d. Total Federal funds authorized			2,643,702.00
e. Federal share of expenditures			18,728.05
f. Federal share of unliquidated obligations			1,759.17
g. Total Federal share (sum of lines e and f)			20,487.22
h. Unobligated balance of Federal Funds (line d minus g)			2,623,214.78
Recipient Share:			
i. Total recipient share required			0.00
j. Recipient share of expenditures			0.00
k. Remaining recipient share to be provided (line i minus j)			0.00
Program Income:			
l. Total Federal program income earned			0.00
m. Program Income expended in accordance with the deduction alternative			0.00
n. Program Income expended in accordance with the addition alternative			0.00
o. Unexpended program income (line l minus line m and line n)			0.00

11. Indirect Expense						
a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
	51.70	07/01/2024	06/30/2025	6,754.59	3,453.55	3,453.55
	35.86	07/01/2025	06/30/2026	2,516.61	894.24	894.24
g. Totals:				9,271.20	4,347.79	4,347.79

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:

13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

a. Name and Title of Authorized Certifying Official	
Prefix: <input type="text"/>	First Name: <input type="text" value="Brooke"/> Middle Name: <input type="text"/>
Last Name: <input type="text" value="Colley"/>	Suffix: <input type="text"/>
Title: <input type="text" value="Grant Administrator"/>	
b. Signature of Authorized Certifying Official	c. Telephone (Area code, number and extension)
<input type="text" value="Brooke Colley"/>	<input type="text" value="276-807-0346"/>
d. Email Address	e. Date Report Submitted
<input type="text" value="brooke.colley@energy.virginia.gov"/>	<input type="text" value="01/21/2026"/>
14. Agency use only:	