

CDBG Quarterly Report

Project Name and Number: _____

Grantee: _____

Name of Person Preparing Report: _____

Percent Project Completion:

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
< 25%	25%	50%	75%	100%

Reviewed against Grant Agreement Timeline

Actual versus Projected Progress (If behind schedule, explain under "Problems Encountered" Below):

Project Behind Schedule
(Explain Below)

Project On Schedule

Project Ahead of Schedule

Actual versus Projected Expenditures (If over budget, explain under "Problems Encountered" Below):

Project Over Budget
(Explain Below)

Project Within Budget

Quarter Ending

Final Report?

☐ Yes ☐ No

Project Complete?

☐ Yes ☐ No

☐ March 31, 20__

☐ Sept. 30, 20__

☐ June 30, 20__

☐ Dec. 31, 20__

Last Reimbursement date

Last Reimbursement amount \$ _____

Estimated Date of next reimbursement

Activities Performed During Reporting Period

Comments

Problems Encountered Reporting Period

Assistance Needed from CDBG (Funding Agreement Extension, Budget changes)

Environmental Assessment Monitoring

Change Orders

I Certify that this information is correct:

Printed Name and Title:

Signature

Date

When complete, print, sign and scan a copy with signature to CDBG staff. Reports are due by the 15th of the month following the end of each quarter

Staff Use Only

Reviewer:

IDIS Reported:

Program Specialist:

Program Administrator: