

M-18 Quarterly Report (page 1 of 2)

Participant Name: _____

Preparer: _____

Participant Number: _____

Telephone Number: _____

Total HOME Funds: _____

Reporting Period: 1st 2nd 3th 4th

1. Is the participant adhering to the Implementation Schedule? Yes No

If no, provide an explanation below and whether you have requested an extension from your representative to include the date of the extension.

2. Problems encountered this quarter:

3. Remedial actions taken this quarter:

4. Comments:

Activity #	Activity Address	Amount of HOME Funds	*Eligible Use	Project Status

* NC = New Construction; R = Rehabilitation; A = Acquisition; DPCC = Downpayment/Closing Costs

Signature

Date

Instructions for Completing HOME Quarterly Reports

Activity Number: List the HUD Activity number(s) assigned by your HOME Program Coordinator. This is a four (4) digit number.

Amount of HOME Funds: List the dollar amount of HOME funds that have been set up for this project or activity number.

Activity Address: List the number and name of the street or lot number.

Eligible Use: See the legend at the bottom of the quarterly report.

Project Status: The percentage (%) the project is complete.

- Date verification of incomes completed and agreement or second mortgage are to be signed or closed.
- Date bids are to be solicited and/or opened/closed and anticipated dates to award bids.
- Date contracts are to be signed or anticipated date.
- Percentage of construction completed with anticipated completion date.
- Problems encountered that may prevent or delay progress of the project.
- Date project completion reports will be mailed.

TBRA Participants: Do not complete address section of form. Under Project status put the % of the total amount of funds drawn to date.