**TDHCA CDBG-CV Community Resiliency Program**

**Monthly Project Status Report**

**Construction Projects**

The Monthly Project Status Report provides valuable updates on project progress, challenges, next steps, and any support needs. Reporting should be submitted monthly, by the 5th day of the following month, for the duration of the Community Resiliency Program (CRP) Construction Project. Please complete all fields in the “Project Status and Forecasts” section. Failure to submit the Monthly Project Status Report by the 5th will result in delayed payment processing.

Please reach out to your CRP Project Team if you need assistance.

Reporting Month: January Reporting Year: Choose an item.

Subrecipient:

Project Name:

CDBG-CV Award: $      Non-CDBG Funds: $      Total Project Cost: $

**PROJECT STATUS AND FORECASTS**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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| --- | --- | --- | --- | --- |
|  | **Bid Advertisement Released** | **Bids Received** | **Start of Construction** | **Project Completion** |
| **Anticipated Start Date** | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap to enter a date. |
| **Actual Start Date** | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap to enter a date. |

1. Percentage of work completed to date: Design -      % Construction -      %
2. List of activities completed this month:
3. List of activities to be accomplished in the next month:
4. Have any problems arisen which will delay grant completion?: [ ]  Yes [ ]  No

If yes, explain the problem and the amount of delay:      1. Have any contracts or subcontracts been awarded since the last report?: [ ]  Yes [ ]  No
2. Describe the Section 3 efforts during the reporting period:

Section 3 efforts documented: [ ]  Yes [ ]  No 1. Have any Section 3 residents been hired, or Section 3 businesses been awarded contracts in this reporting period?: [ ]  Yes [ ]  No
2. Are Section 3 hours being reported and documented?: [ ]  Yes [ ]  No
3. Do you require technical assistance?: [ ]  Yes [ ]  No

If yes, please describe assistance needed:       |

The information on this report is correct and appropriately documented in project files, and all expenditures, to date, have been made in accordance with the applicable grant terms and conditions, unless otherwise noted. I understand that failure to submit accurate and timely reports may result in a “stop payment” being placed on the grant.

Report Submitted by:

|  |  |
| --- | --- |
| Name:        | Title:       |
| Date: Click or tap to enter a date. | Email:       | Phone #:       |

Upon completion, please submit to your CRP Project Team using the **CRP Document Submission Portal**: <https://app.smartsheet.com/b/form/659e45beb7fd49999f9fae2862a5f7d9>