**Section II. PERFORMANCE REPORT**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **UGLG:** **CDBG Funding Agreement #:** | | | | | | |
| **A.**  **Activity No.** | **B.**  **Activity Name** | **C.**  **Actual Accomplishments** | | **D.**  **CDBG Funds** | **E.**  **Leverage/Other/PI Funds** |
| **1** | **Administration** |  | | $ | $ |
|  |  |  | | $ | $ |
|  |  |  | | $ | $ |
|  |  |  | | $ | $ |
|  |  |  | | $ | $ |
| **2** | **Actual Activity Name from Form 1 of Application** |  | |  |  |
|  |  |  | | $ | $ |
|  |  |  | | $ | $ |
|  |  |  | | $ | $ |
|  |  |  | | $ | $ |
|  |  |  | | $ | $ |
|  |  |  | | $ | $ |
|  |  |  | | $ | $ |
|  |  |  | | $ | $ |
|  |  |  | | $ | $ |
|  |  |  | | $ | $ |
|  |  |  |  |  |  | |
|  |  |  | **F. Totals** | $ | $ | |

**G. TOTAL OF ALL FUNDS (D. + E.): $**

Report Prepared By:

(Signature) (Typed Name)

Date:       Phone Number:

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**Instructions**

A. Activity #1 for Administration and Activity #2 are entered. Preparer need not adjust these.

1. The Activity #2 item will indicate the project name and address.
2. Enter the ***actual*** accomplishments for each Activity. To determine the actual accomplishments for each activity: review contract scope of work and performance reports; and visit the activity site(s). See examples below. Housing and Economic Development activities must also include beneficiaries.

**Examples:**

**For a street project**: the number of linear feet of street paved; the materials used to pave the streets; the street names.

**For a water project**: the number of linear feet of water pipe laid; the locations of the pipe; the size of pipe that was installed.

**For an economic development project**: the name and address of the business that benefited, the number of jobs created, and the type of products or service it provided.

**For an architectural barrier removal project**: the number and location of curb cuts; the number and location of restrooms made accessible; the number and location of ramps or handicapped parking installed.

**For a housing rehab project**: include the number of homes rehabilitated, the number of beneficiaries, type of assistance (loans, grants, DPLs, etc.), average size of assistance or range, specific area in which assistance was provided if there was a target area, who provided HR services, and the subrecipient, if any, that administered the program. (This information should not conflict with that provided in Section IV.).

**For a public service activity**: include how the funds were actually spent (purchased a van (size, model etc.), paid salaries of (type of staff), paid O&M costs for x months), the total number of beneficiaries, the number of LM, the number VL (50% of median income) if known, and ethnicity data.

D. Enter the amount of CDBG funds expended for each Activity.

E. Enter the amount and type (see codes below) **and source** (i.e. RD, ADOT, UGLG General Funds, etc.) of non-CDBG funds expended for each Activity:

(L) = Leverage

(O) = Other

(PI) = Program Income

F. Enter the TOTAL for each column (D. and E.).

G. Enter the TOTAL of ALL funds expended for this contract.