

Project Name: _____

Quarterly Progress Report

Quarterly progress reports must be filed with the WCDA outlining progress toward completion. These reports must be received within 15 days of each quarter end until 8609's are issued (for Tax Credits) or HOME and/or NHTF project completion reports have been completed. If additional forms are needed please make a copy of the form.

	Application	Quarterly Progress Reports			
	Planned Timetable	Quarter Ending	Quarter Ending	Quarter Ending	Quarter Ending
	Scheduled Month/Day/Year	Actual or Scheduled Month/Day/Year	Actual or Scheduled Month/Day/Year	Actual or Scheduled Month/Day/Year	Actual or Scheduled Month/Day/Year
Site					
Acquisition					
Zoning Approval					
Tax Abatement					
Environmental Review Completed					
Construction Financing					
Loan Application					
Conditional Commitment					
Firm Commitment					
Closing and Disbursement					
Permanent Financing					
Loan Application					
Conditional Commitment					
Firm Commitment					
Closing and Disbursement					
Local Permits					
Conditional Use Permit					
Variance					
Site Plan Review					
Building Permit					
Other (specify)					
Other Loans and Grants					
Type & Source: _____					
Application					
Closing or Award					
Equity Syndication					
Letter of Commitment					
Partnership Closing					
Other					
10% of Project Costs Incurred					
Tax Credit Carryover Allocation					
Final Plans/Specs					
Construction Start					
Construction Completion					
Placed in Service					
Occupancy of All Low-Income Units					

Amount of material change orders for current period (please attach change order report): _____

Total Amount of material change orders to date: _____

Estimation of total contractor/ subcontractor labor hours for period: _____

Describe any significant issues and progress made this month. Attach a separate sheet of paper, if necessary.

Signature

Date