

Summary of Compliance & Reporting Requirements

The following chart provides a summary of compliance and reporting requirements.
New requirements are highlighted in gray.

CDBG Public Service	CDBG Public Facility	Non-Profit Housing	ESG	HOPWA
Monthly Activity Report	Pre-Bid Meeting with DPD Compliance Staff	First Source Job Vacancy Form <i>(See First Source section for detail.)</i>	ESG Program Report <i>(January & July)</i>	First Source Job Vacancy Form <i>(See First Source section for detail.)</i>
Budget Detail & Cost Allocation Forms <i>(With each requisition)</i>	Bid Documentation Form	First Source Quarterly Hiring Activity Report <i>(Required quarterly regardless of hiring activity)</i>	Budget Detail & Cost Allocation Forms <i>(With each requisition)</i>	Budget Detail & Cost Allocation Forms <i>(With each requisition)</i>
Quarterly Beneficiary Report	Pre-Construction Meeting with Contractor & DPD Compliance Staff	Annual Report of Completed Affordable Units <i>(For Formula Calculation)</i>	First Source Job Vacancy Form <i>(See First Source section for detail.)</i>	First Source Quarterly Hiring Activity Report <i>(Required quarterly regardless of hiring activity)</i>
Mid-Year Outcomes Status Report	Mid-Year Outcomes Status Report	Mid-Year Outcomes Status Report	Mid-Year Outcomes Status Report	Mid-Year Outcomes Status Report
First Source Quarterly Hiring Activity Report <i>(Required quarterly regardless of hiring activity)</i>	Construction Project Site Visit by DPD Staff	Annual Household Characteristics Report	First Source Quarterly Hiring Activity Report <i>(Required quarterly regardless of hiring activity)</i>	Annual Performance Review (APR)/ CAPER
First Source Job Vacancy Form <i>(See First Source section for detail.)</i>	Final Inspection by DPD Staff <i>(Upon completion of project.)</i>			
	Grantee Statement of Satisfactory Completion of Work			
	First Source Job Vacancy Form <i>(See First Source section for detail.)</i>			
	First Source Quarterly Hiring Activity Report <i>(Required quarterly regardless of hiring activity)</i>			
End Of Year Outcomes Report	End Of Year Outcomes Report	End Of Year Outcomes Report	End Of Year Outcomes Report	End Of Year Outcomes Report