HOUSING-RELATED PARKS PROGRAM
ANNUAL PROGRESS REPORT

Program Year: ☐ 2010 ☐ 2011

Contractor ______________________________ Contract No.: _____-HRPP -___________

Address ___________________________________________________________________________

Contact Name ______________________________ Title __________________________________

Phone ______________________________ E-mail ______________________________

Change in Contact Information? ☐ Yes ☐ No

Contract Start Date (date signed by HCD) __________ __  Contract Expiration Date _____________

Reporting Period: January 1 to December 31 (due January 30th) Year __________

A. Please list all projects as outlined in Exhibit A (Scope of Work) of the Standard Agreement and provide details of the project status and anticipated completion dates. (Attach additional sheet of paper if necessary.)

<table>
<thead>
<tr>
<th>Activity per Scope of Work (Exhibit A of Standard Agreement)</th>
<th>Status (i.e. pending council approval, out for bid)</th>
<th>Anticipated Completion Date</th>
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B. Please discuss in detail any issues affecting the timely implementation of activities outlined in Exhibit A (Scope of Work) of the Standard Agreement:

Please note: If for reasons beyond the control of the Contractor, the project must be modified or substituted, please be aware that all project changes must be pre-approved in writing by the Department prior to requesting funds.

C. Summary of Requested Funds:

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<th>Amount of Grant</th>
<th>Total Requested to Date</th>
<th>Balance</th>
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If no draws to date, please explain and indicate when you anticipate requesting funds (if not explained in Section B above):

D. Contractor Certification:

I certify to the best of my knowledge that this report is true and accurate, that the reported dollar amounts agree with the official accounting records, and that all disbursements have been made for the purposes and conditions of this grant pursuant to the Standard Agreement.

Name _____________________________________ Title ____________________________

Signature ___________________________________________ Date _________________

For HCD Use Only

Program Representative_________________ Approval Date ____________
Program Manager ______________________ Approval Date ____________
Housing-Related Parks Program (HRPP) grantees are required to submit reports to the Department on the expenditure of funds received through HRPP on an annual basis. Reports must be received by the Department no later than 30 days after the end of each reporting period (December 31st) during the term of the Standard Agreement.

Please Note: If all HRP Program funds have been requested from the Department, the Contractor must submit the Final Closeout report within 60 days of the date funds are fully expended. If this date corresponds with the required Annual report due dates outlined above, the jurisdiction may submit the Final Closeout report in lieu of the Annual Report.

Annual Reports can be submitted to the Department at the following address:

Department of Housing & Community Development
Division of Housing Policy Development
Attn: Housing-Related Parks Program Staff
2020 West El Camino Avenue, Suite 500
Sacramento, California 95833
Fax (916) 263-7453
Housing_Parks@hcd.ca.gov