



Quarterly Report

Subrecipient:

Grant Number:

Instructions For Tables: Provide all expenditures through quarter end. Complete this form based on MSHDA MI Neighborhood funds only. Submit completed, signed, and dated form to MSHDA-NDD@michigan.gov.

Prior Reports: Grant start - end of previous quarter

Current Report: Most recently completed quarter Total:

Prior Reports + Current Report

TOTAL ADMINISTRATION GRANT AWARD			\$
	Prior Quarterly Report	Current Report Period	Total
Submitted In IGX	\$	\$	\$
NOT Submitted in IGX	\$	\$	\$
Total *	\$	\$	\$

*Total should not be larger than your total administration grant award.

TOTAL PROJECT GRANT AWARD (Not Administrative)					\$
	Not Expended (Activities entered in IGX, but not closed)		Expended (IGX FSR's in payment complete)		Total
	Prior Quarterly Report(s)	Current Report	Prior Quarterly Report(s)	Current Report	
Submitted in IGX	\$	\$	\$	\$	\$
NOT Submitted in IGX	\$	\$	\$	\$	\$
Total *	\$	\$	\$	\$	\$

*Total should not be larger than your total project grant awarded.

TIMELINESS IMPLEMENTATION PROGRESS CHART GUIDELINES:

Benchmark (Months)	Requirement Description	Percentage of Project Completed	Stage Completed Based on execution date of your grant. (Please select only one.)
6	Formal Site Control or All Addresses Selected	25%	
12	Contract(s) Executed for All Construction	50%	
18	Construction Must be Underway	75%	
24	All Construction/Project Activities 100% Complete and Submitted in IGX	100%	

If no benchmarks have been met, use the box below to explain why and what steps you are taking to meet the next progress deadline.

Agency Official – Printed Name

Agency Official – Signature

Date