Virgin Islands Housing Finance Authority

Division of Federal Programs

Community Development Block Grant Program

Annual Compliance Monitoring Report

Reporting Period: ☐ Jan. 1 - Jun. 30, _____

☐ Jul. 1 - Dec. 31, _____

This report is to be developed on an semi-annual basis by each organization that has received Community Development Block Grant funds for a Public Facility. This report is due semi-annually, on the following dates: July 10 and January 10, respectively. Failure to submit this report on a timely basis may result in the organization being found in violation of the federal requirements regarding on-going compliance. Possible remedies available to CDBG include foreclosure of the Notice of Equity Interest and ultimately repossession of the building.

Name of Building: _____ Contact Person: _____

Address: _____ Title: _____

Date	Event Type	Description	Host Name	Host Type	Est. # of Attendees
				Total	

Condition of Facility

☐ Excellent

☐ Good to Fair

☐ Needs Repair

CODES

Event Type		Host Type	
Social	(S)	Government	(G)
Educational	(E)	Non-Profit	(NP)
Recreational	(R)	For-Profit	(FP)
Comm. Outreach	(O)	Private	(P)
Political	(P)		
Cultural; Arts	(C)		
Religious	(R)		

If none of the above, please specify:

_____

Comments: _____

I certify that, to the best of my knowledge, the above information is true and correct.

Prepared By: _____ _____ Date: _____

(Signature) (Title)

Reviewed by: _____ _____ Date: _____

(CDBG Staff) (Title)

For CDBG Office Use:

Inspected By: _____

Inspection Date: _____

☐ Compliant with intended use

☐ Non compliant with intended use

Comments: _____