

Return Page 2 Page 3 Additional Contracts GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS QUARTERLY EXPENDITURES AND PROGRESS REPORT

SECTION I: GENERAL INFORMATION

Final Report? No

Recipient Name: Gwinnett County Grant Number: 11-ns-6004 Report No: 08 Quarter End: 8/31/2013 Final Report: Contact Person: Shannon Candler Telephone Number: 678-518-6038 E-mail: shannon.candler@gwinnettcountry.com

SECTION II: FINANCIAL INFORMATION

Table with 10 columns: A. Activity Number, B. Amount Revised Budgeted, C. Cumulative Amount Drawdown, D. Cumulative Balance (B - C), E. Expended This Quarter, F. Obligated End of Quarter, G. Cumulative Expended to Date, H. Cumulative Obligated to Date, I. Cumulative Total to Date (G + H), J. Cumulative Percentage. Includes a Totals row at the bottom.

SECTION III: CONTRACTS AND SUBCONTRACTS FOR THIS QUARTER

Table with columns: Contractor/Subcontractor Name, Address, City, State, Zip, Prime Contractor ID Number, Sec 3, Sub Contractor ID Number, Sec 3, Total Amt of Contract/Subcontract, CDBG Part Contract/Subcontract, Trade/Race Codes, Women Owned. Includes a grid for data entry.

Trade Codes: 1 = New Construction, 2 = Education/Training, 3 = Other

Racial/Ethnic Codes: 1 = White, 2 = Black, 3 = Native American, 4 = Hispanic, 5 = Asian

Total Contracts/Subcontracts: 0

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**SECTION IV: Work in Progress**

Use this section to provide a brief narrative description of work in progress during the reporting period. Use the Project Implementation Schedule included in your application as the basis for reporting.

The Gwinnett County NSP office acquired one NSP3 property using DCA funds during the last reporting period (06/01/2013-08/31/2013). The Gwinnett County NSP office did not dispose of any properties in the last reporting period. The office continues to work with the National Community Stabilization Trust to acquire more properties and has been reaching out to local public housing authorities and non-profits to identify potential home buying clients.

**SECTION V: Other Supporting Efforts**

Use this section to provide a description of all other supporting efforts that have begun, been partially implemented, or completed during this period. Use quantifiable data whenever possible. Use the information from DCA 8 (Budget Analysis) as the basis for reporting

As stated in the last QPR, the Gwinnett NSP office recently introduced and implemented new policies and procedures for the program. The recent procedural changes have resulted in a positive outcome for this office. The results have seen increased productivity and better communication between grant administration staff and developers. There is a larger sense of teamwork and understanding of what each party needs in order to complete its job. This has made the whole process smoother, and easier to manage.

**SECTION VI: Problems Encountered / Technical Assistance Needed**

Use this section to provide a brief description of any problems or delays encountered or anticipated, or any technical assistance needed from DCA.

The focus of the Gwinnett County NSP office is on acquiring, rehabilitating, and reselling low-income properties that will assist the program in meeting its National Objective. This focus has only been made easier by the new policies and procedures set forth last quarter. The largest problem this office currently faces is a small target area from which to work in. The Gwinnett County NSP office is currently in its final stages of preparing a new target area map expansion that should resolve this issue moving forward.

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SECTION VIII: Performance Measurement

All Grants

LEVERAGE THIS GRANT

	Public	Private
This Quarter		
Cumulative		

CDBG and CDBG Stimulus - People

TOTAL PEOPLE THIS

	People	People L/M
This Quarter		
Cumulative		

CDBG and CDBG Stimulus - Housing

TOTAL HOUSING THIS

	Units Owner	Units Rental	Units Buyer	Total Units
This Quarter				
Cumulative				

CDBG and CDBG Stimulus - EIP Jobs (do not include ARRA jobs)

TOTAL F/T+FTE JOBS THIS

	Created	Retained L/M	Retained L/M	Lost: Created	Lost: Retained
This Quarter					
Cumulative					

NSP - Housing / Projects

HOUSING ACCOMPLISHMENTS THIS

	Units Acquired	Units Rehab	Units Construct	Units Sold
This Quarter	1	4	0	0
Cumulative	33	33	0	29

PROJECTS COMPLETED THIS

	Projects Completed
This Quarter	0
Cumulative	29

Temporary Jobs - All Grants

TEMPORARY JOBS THIS GRANT

	People
This Quarter	
Cumulative	

PERFORMANCE CERTIFICATION  
 This certifies that  
**NO Accomplishments occurred during this quarter.**

GRANT CERTIFICATION  
**This Quarterly Report is NOT complete.**  
 Date \_\_\_\_\_

CERTIFICATION

The signature of the Certifying Official below certifies that the data and other information provided in this Report (including Pages 1 and 2 of the Quarterly Report and the Project Activity and Completion as applicable), whether submitted in paper form or on-line, is correct, based on official accounting system and other records, and that expenditures and obligations shown have been made for the purpose of and in accordance with applicable Grant Terms and Conditions.

Signature of Certifying Official Maria Woods Title of Official Dir. of Financial Svc Date 9/25/13