

NSP Contract Completion Report and Certificate of Expenditures

Contract Administrator (CA)

Contract No.

Part 1. Certificate of Expenditures

| Eligible Use | NSP Budget | Funds drawn to date | NSP funds not received (including pending draws) | | Expenditure Reported at August 16, 2013 Deadline |
|---------------------------------------|------------|---------------------|--|-------------------------------|--|
| | | | Reserved Funds | Unutilized Funds (deobligate) | |
| A. Financing Mechanisms | | | | | |
| 1. Households below 50% AMI | \$ | \$ | \$ | \$ | \$ |
| 2. Households above 50% AMI | \$ | \$ | \$ | \$ | \$ |
| B. Purchase and Rehabilitation | | | | | |
| 1. Households below 50% AMI | \$ | \$ | \$ | \$ | \$ |
| 2. Households above 50% AMI | \$ | \$ | \$ | \$ | \$ |
| C. Land Bank | \$ | \$ | \$ | \$ | \$ |
| D. Clearance and Demolition | \$ | \$ | \$ | \$ | \$ |
| E. Redevelopment | | | | | |
| 1. Households below 50% AMI | \$ | \$ | \$ | \$ | \$ |
| 2. Households above 50% AMI | \$ | \$ | \$ | \$ | \$ |
| F. Administration | \$ | \$ | \$ | \$ | \$ |

Certifications

As the Executor of the Texas Neighborhood Stabilization Program contract listed above, I certify that:

- a. All activities undertaken with funds provided under the contract identified in this report have been carried out in accordance with all contractual requirements;
- b. The information contained in this Contract Completion Report is accurate;
- c. All records related to NSP Activities are available for review and will be retained for no less than 5 years;
- d. The Households to receive benefit from the activities described in Exhibit A, Performance Statement, of the NSP Contract are receiving benefit from the NSP Activities;
- e. The availability of "Reserved Funds" as described above is subject to approval by the Texas NSP. Reserved funds will not be approved if they are the result of lack of action on the part of the CA or if they exceed previously reported expenditure;
- f. Proper provision has been made for the payment of all unpaid costs and unsettled third-party claims and the State of Texas is under no obligation to make any further payment under the contract agreement in excess of the amount identified in the Certificate of Expenditures table as "Reserved Funds";
- g. Any and all claim to unutilized funds is hereby released.

Contract Administrator Signature

Date

| Part 2. Section 3 Report | | | Contract # | |
|---|---|-----------------------------|---|----|
| Final Section 3 Report – from February 1 st of the current year to date | | | | |
| Employment and Training | | | Contracts Awarded | |
| Job Category | # New Hires | # New Hires that are Sec. 3 | Construction Contracts | |
| Professional | | | Total dollar amount awarded | \$ |
| Technicians | | | Total dollar amount awarded to Section 3 Businesses | \$ |
| Office/Clerical | | | Percent of total awarded to Section 3 businesses | % |
| Construction by Trade: | | | Number of Section 3 businesses receiving contracts | |
| | | | <i>Non-Construction Contracts</i> | |
| | | | Total dollar amount awarded | \$ |
| | | | Total dollar amount awarded to Section 3 Businesses | \$ |
| | | | Percent of total awarded to Section 3 businesses | % |
| Total | | | Number of Section 3 businesses receiving contracts | |
| Summary of Section 3 efforts – from February 1 st of the current year to date: | | | | |
| | Have created and implemented a Section 3 plan for the Neighborhood Stabilization Program | | | |
| | Attempted to recruit low-income residents through: local advertising media, signs displayed at project site, contacts with community organizations & public or private agencies, or similar methods | | | |
| | Participated in a HUD program or other program which promotes training or employment of Section 3 residents | | | |
| | Participated in a HUD program or other programs which promotes the award of contracts to business concerns which meet Section 3 definitions | | | |
| | Coordinated with Youthbuild Programs in the area | | | |
| | Other, please describe | | | |

| Part 3. Beneficiary Detail Report | | Contract # | |
|--|---|--|------------------|
| Identify all activities that benefit households described in Exhibit A of the Contract. Attach additional sheets as necessary, one for each Eligible Use category. | | | |
| Eligible Use Category: | | | |
| Household Beneficiary Demographic results | | | |
| Gender (Head of Household) | Male | Female | Total |
| | | | |
| Ethnicity (Head of Household) | Hispanic | Non-Hispanic | Total |
| | | | |
| Race | Enter Race | | # of persons |
| | | | |
| | | | |
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| The following Race descriptions should be used: | | | |
| A White | F American Indian/Alaska Native & White | G Asian & White | |
| B Black/African American | H Black/African American & White | I American Indian/Alaska Native & Black/African American | |
| C Asian | J Other Multi Racial | | |
| D American Indian/Alaska Native | | | |
| E Native Hawaiian/Other Pacific Islander | | | |
| Household Beneficiary Income Results | | | |
| Income Level | # Owner Households | # Renter Households | Total Households |
| Low (50% AMI or less) | | | |
| Moderate/Medium (51% to 120% AMI) | | | |
| Totals | | | |
| | | | |
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