

NYS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

CDBG PROGRAM INCOME REPORT INSTRUCTIONS

Each Applicant who has existing program income (income generated by CDBG funded projects that exceeds \$35,000 in one program year) from either HUD administered or New York State administered CDBG grants must provide a summary of the program income on hand. Complete the following for each activity that generated program income and then upload a PDF of the completed form into the Consolidated Funding Application. If the Applicant has no program income at the time of application, please type "Not applicable" on the form and upload a PDF of the form into the Consolidated Funding Application.

Applicant Name. Enter the name of the applicant.

CFA Application Number. Enter the number for the corresponding Consolidated Funding Application (CFA).

Source of Program Income.

Type of Activity: Enter the type of activity generating program income (e.g. housing rehabilitation).

Activity/Project Number: Provide the HUD or OCR assigned activity or project number.

Source Code: Identify whether the program income was generated by HUD (F) funding or OCR (S) funding.

Eligible Use of Program Income. Describe the approved use(s) for the program income.

Total Revenue Generated. Enter the total amount of program income generated to date by the activity.

Total Amount Re-loaned or Re-granted. Enter the total amount that has been re-granted or re-loaned.

Current Balance on Hand. Provide the total amount of funding that is currently available.

If it is determined that an Applicant has not reported program income and that income is available to be used towards the cost of the proposed project, the Applicant is at risk of termination of their grant agreement and the recapture of CDBG funds disbursed.

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CDBG PROGRAM INCOME REPORT

APPLICANT NAME:

CFA APPLICATION NUMBER:

Source of Program Income (NYS CDBG or HUD projects only)			Eligible Use of Program Income	Total Revenue Generated	Total Amount Re-loaned or Re-granted	Current Balance on Hand
Type of Activity	Activity/Project Number	Source Code (F, S)				

Source Code: Federal (F), State (S).

For the program income balance listed above, indicate the status of the funds (e.g. encumbered, committed). If funds are available and are not being used to finance all or part of the proposed project, provide an explanation as to why these funds will not be used for this proposed project:

