



# Affordable Housing Assistance Program Agency Affordable Housing Activities Annual Reporting Form

**Purpose:** To report annual performance of Agencies providing affordable housing assistance activities financed by AHAP-related donations through either Production or Operating Assistance credits. *Please note: annual reports are due by **March 31** of each calendar year throughout the term of the Land Use Restriction Agreement or Use Agreement.*

AHAP #: \_\_\_\_\_ Agency Name: \_\_\_\_\_

Date Submitted: \_\_\_\_\_ Agency Fiscal Year-end: \_\_\_\_\_

Housing Type:  Emergency Shelter  Transitional Housing  Other: \_\_\_\_\_

Population served: \_\_\_\_\_

**For Agencies Receiving Donations for Production Credits:**

Number of Beds created/assisted through AHAP-related donations: \_\_\_\_\_

Projected/Actual Date of construction completion (if applicable): \_\_\_\_\_

**For Agencies Receiving Donations for Operating Assistance Credits:**

Describe the affordable housing assistance activities provided by the Agency in the past twelve months:

**All Agencies:**

Number of Persons served in the past 12 months: \_\_\_\_\_

Number of Households served in the past 12 months (if applicable): \_\_\_\_\_

Please attach the following supporting documentation:

- Demographic/Occupancy Reports
- Audited Annual Financial Statement

I, the undersigned representative of the Agency, certify that the information provided herein is true and accurate to the best of my knowledge.

**Agency Approval**

Agency Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_