#### UGLG PROJECT COMPLETION REPORT CERTIFICATION

**Wisconsin’s Community Development Block Grant Program**

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| 1. NAME OF UGLG:  |  | | --- | |  | |  |
| 1. DEHCR GRANT AGREEMENT #:  |  | | --- | |  | |
| 1. BUSINESS NAME:  |  | | --- | |  | |
| 1. REPORTING PERIOD ENDED: *(choose one)*   October 1, 20\_\_\_\_ to March 31, 20\_\_\_\_  April 1, 20\_\_\_\_ to September 30, 20\_\_\_\_  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **DOCUMENTS ATTACHED** | |
|  | *UGLG Project Completion Report Certification* |
|  | *Financial* *Certificate of Completion*, with original signature on each form |
|  | *Final Summary Narrative*, including final update(s) regarding the status of the:  Environmental Report,  Fair Housing Actions completed, and  Second Citizen Participation Public Hearing |
|  | *Semi-Annual Labor Standards Enforcement Report(s)* |
|  | *Final Labor Standards Compliance Report(s)* |
|  | *Cash Control Register* for Final CDBG Request for Payment |
|  | *CDBG Disbursements Journal* for Final CDBG Request for Payment |
|  | Final *Matching Funds Journal* |
|  | *Accessibility Self-Evaluation Checklist* (if applicable) |
|  | *Lobbying Certification(s) for Contractors and Sub-Contractor(s)* |
|  | Final *CDBG Project Employee Self-Certification Report* (ED/PFED/READI Only) |
|  | Semi-Annual MBE/WBE Report (current semi-annual reporting period) |
|  | Semi-Annual Section 3 Report (current semi-annual reporting period) |
|  | Annual Section 3 Report (current annual reporting period) |
|  | Single Audit Statement (Audit Required form or Audit Not Required form) |

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| **UGLG/PREPARER CERTIFICATION** | |
| I hereby certify that to the best of my knowledge and belief, the contents in this report are true and correct. | |
| Chief Elected Official’s (CEO’s) Signature and Title | |  | | --- | |  |   Date |
| Preparer Signature and Title (if other than the CEO) | |  | | --- | |  |   Date |

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| --- | --- |
| **DEHCR APPROVAL** | |
| DEHCR Signature  Division of Energy, Housing and Community Resources | Date |

#### UGLG PROJECT COMPLETION REPORT CERTIFICATION (INSTRUCTIONS)

1. Enter the name of the UGLG, the *Grant Agreement* number, the business name (ED/PFED/READI projects only), and the applicable reporting period.
2. Indicate which report documents are attached.
3. The Chief Elected Official (CEO) and the preparer (if other than the CEO) must sign and date the “UGLG/Preparer Certification.”