



State of Connecticut  
Department of Economic and  
Community Development

Office of Housing and Community Development

All Developers/Sponsors of HOME or State-funded Housing

**Notice: 11-01**

**Distribution Date:** January 19, 2011

**Effective:** January 19, 2011

**SUBJECT: QUARTERLY DEVELOPMENT COMPLIANCE REPORT FOR THE  
QUARTER ENDING December 31, 2010**

As you know, your Assistance Agreement with the State of Connecticut requires the submission of compliance reports covering project activities on a quarterly basis, thirty days after each March 31<sup>st</sup>, June 30<sup>th</sup>, September 30<sup>th</sup> and December 31<sup>st</sup>. This is to remind you that the Quarterly Development Compliance Report for the quarter ending December 31, 2010, is now due and must be submitted by **Monday, January 31, 2011**.

**FOR HOME PROJECTS ONLY:** DECD is required to collect data from HOME Project Developers on HUD Form 60002 to demonstrate your compliance with the Section 3 Plan submitted with your Application. If you have not already done so, this form is to be completed and submitted with your June 30<sup>th</sup> report and each quarter thereafter. A copy of HUD Form 60002 may be accessed online at: [www.hud.gov/offices/fheo/section3/rev\\_60002\\_final.pdf](http://www.hud.gov/offices/fheo/section3/rev_60002_final.pdf).

**Special Note:** Please pay special attention to the **HUD Form 60002 – Section 3 Summary** form identified above, the **Semiannual Labor Enforcement Report** (due every October and April) and the **MBE/WBE Annual Performance Report**. Your project manager will forward these documents to you electronically upon your request.

**Failure to submit the Quarterly Compliance Report on a timely basis could result in the suspension of payments and/or prevent the award of additional funding from DECD. For this reason, you should make every effort to submit the report within the required deadline. Please contact your project manager if you wish to receive the full quarterly report in an electronic version.**

**Please submit your reports to the attention of:**

**Ms. Dorothy Malerba  
Office of Housing and Community Development  
DECD – 2nd Floor  
505 Hudson Street  
Hartford, CT 06106**

Thank you for your anticipated cooperation in this matter.