INSTRUCTIONS: Following the approval of a project and submission of the Program Schedule, the Community Betterment Organization (CBO) must submit this completed semi-annual progress report. CBO first submits this report six months from the date of approval and every six months thereafter until the completion of the project as stated in the CDAA Contract, or upon requesting from DED a contract extension and/or additional tax credits. Typically completed by the Project Director, the primary purpose of this report is to document the status of the project, particularly related to progress in seeking contributions, timely issuance of awarded tax credits, and activities undertaken in completing the project. Attach additional pages, if necessary.

Submit your completed report to amber.ward@nebraska.gov or via postal mail to: Amber Ward, CDAA Coordinator, Nebraska Department of Economic Development, HCD Division, PO Box 94666, 301 Centennial Mall South, Lincoln, NE 68509-4666. If you have questions, please call (800) 426-6505 or 402-471-3369.

PART 1: GENERAL INFORMATION

PROJECT NAME

PROJECT/CONTRACT #

☐ Check this box if report is not completed by Project Director and complete the following Report Preparer fields.

PART 2: PROJECT PROGRESS

A. Provide a brief description of progress in seeking contributions, identifying any barriers to carrying out your CDAA project.

B. Provide a brief description of any outstanding pledges or contributors that have not yet submitted their FORM CDAA-1.

PART 3: ACTIVITIES UNDERTAKEN

Provide a brief descriptive narrative relating the course of action underway or planned in seeking contributions in order to complete successfully your project. (e.g., fundraising events, direct mail, etc.) You may attach fundraising/capital campaign materials such as brochures, flyers, etc.