1. Indicate which monitoring checklists you will be completing during this monitoring visit. (Refer to the risk analysis prepared following the application review site visit if this is a first monitoring. Review past monitoring reports prior to conducting the monitoring.)

- [ ] Form SC-12 – Small Cities Monitoring Summary
- [ ] Form SC-13 – Program Administration Checklist
- [ ] Form SC-14 – Civil Rights Monitoring Checklist
- [ ] Form SC-15 – Desk Monitoring Checklist
- [ ] Form SC-16 – Phase 1 Financial Management Checklist – Systems Review
- [ ] Form SC-17 – Phase 2 Financial Management Checklist – Transaction Testing
- [ ] Form SC-18 – Professional Services Procurement Monitoring Checklist
- [ ] Form SC-19 – Construction Procurement Monitoring Checklist
- [ ] Form SC-20 – Property Acquisition Monitoring Checklist
- [ ] Form SC-21 – Labor Standards Monitoring Checklist
- [ ] Form SC-22 – Program Income Monitoring Checklist
- [ ] Form SC-23 – Audit Review Checklist
- [ ] Form SC-24 – Neighborhood Revitalization Monitoring Checklist
- [ ] Form SC-25 – Housing Rehabilitation Monitoring Checklist
- [ ] Form SC-26 – Commercial Revitalization Monitoring Checklist
- [ ] Form SC-27 – Economic Development Monitoring Checklist
- [ ] Form SC-28 – Planning and Design Specifications Desk Monitoring Checklist
- [ ] Form SC-29 – Permanent Relocation Monitoring Checklist
- [ ] Form SC-63 – Internal Controls and Separation of Duties Monitoring Checklist
- [ ] Form SC-70 – Construction On-Site Monitoring Checklist

2. Indicate which GRITS reports were reviewed in preparing for the monitoring.

- [ ] Open Grants Report for this Recipient
- [ ] Audit Status with Notes
- [ ] Monitoring Tracking Report
- [ ] Payment Record for CDBG Grants
- [ ] Line Item Expenditure Report
- [ ] Special Conditions
- [ ] Labor Standards – Full Detail
- [ ] Projections by Quarter
- [ ] Progress Reports by Quarter

Attach copies of the reports to this checklist.
3. Are there any findings or concerns from previous monitoring visits that have not been cleared? If **yes**, list the findings and concerns in the box below and review them with the Recipient.

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

4. Are there any special conditions which have not been cleared? If **yes**, list them below and review them with the Recipient.

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

5. Were any grant specific findings or recommendations referenced in the last Technical Audit Memo for this Recipient? If **yes**, print out a copy of the report and discuss those findings with the Recipient during the visit.

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

Comments:

Prepared by:

**Tammy Anderson**
Government Operations Consultant II