

**Adobe Reader 8.0+ is required to complete this project report form.**

If you are using an earlier version, you will not be able to save any information you enter into the form.  
 Adobe Reader is a free download available at: <http://www.adobe.com/products/acrobat/readstep2.html>



**+ Please ensure documents are downloaded and saved to your computer desktop prior to entering any information. If opened and completed within your internet browser, any information entered will not be saved.**

**1. Local Government Profile**

Project #:	Local government:

**2. Local Government: Primary Contact Information**

Primary contact (for this report):	Position/title:
Telephone:	Email:

**3. Developer: Primary Contact Information**

Company name:	Primary contact:
Telephone:	Email:

**4. Required Attachments**

**Occupancy permit for each housing unit claimed**

**Exterior photos of the completed development(s)**



**5. Development Information**

Project address:		
Type of project:		
New construction	Conversion to residential from:	
Identify the housing type:		
Condominiums	Townhouses	Triplex
Apartments	Duplex	Quadplex (or more)
Tenure:		
Ownership	Rental	Mixed
Unit type:	# of housing units:	Development cost:
Bachelor		\$
1 Bedroom		\$
2 Bedroom		\$
3 Bedroom		\$
<b>Total:</b>	<b>units</b>	<b>\$</b>
Provide a brief overview of how this development helped address housing need(s) in your community:		

**6. Funding Request**

Number of housing units created	x	Approved amount per unit <i>(max \$10,000)</i>	=	<b>Requested Amount</b> <i>(limited to amount approved in signed agreement)</i>
	<b>x</b>		<b>=</b>	

**7. Reporting Confirmation**

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I have read and understand the signed agreement as well as the the [Northern Housing Incentive Application Guide](#), including project eligibility.

I confirm that the information in this report (including attachments) is accurate, complete, and fairly presented.

I authorize Northern Development to make enquiries in order to verify the results reported.

I agree to provide upon request any additional updates and reporting Northern Development staff deems necessary.

I understand that information provided to Northern Development may be accessible under the Freedom of Information (FOI) Act.

Name (organization signing authority): ✦ <i>Please type name.</i>	Position/title:	Date:

**8. Submitting Your Report**

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Completed project reporting forms (with all required attachments) should be provided electronically to Northern Development by email to [finance@northerndevelopment.bc.ca](mailto:finance@northerndevelopment.bc.ca).