A reminder about the HOME Rental Housing Development (RHD) annual reporting due date, your in-service report(s) for your rental program project are due **April 21**. If you have already sent your report(s) in, thank you. Otherwise send the reports now. The RHD website has a power point on Inservice. <https://energyandhousing.wi.gov/Pages/AgencyResources/rhd.aspx>

 A reminder about the In-service reporting instructions.

1. A completed In-service form per-Project (see attached)
   1. Project Name & Project Address
   2. Signed & Dated
2. Project-specific audited financial report covering the previous 12-month period
3. Project-specific Operating budget for the previous year showing DCR
4. Project-specific Operating budget for the current year showing DCR
5. Email your report and attachments to:
   1. [DOADOHAffordableHousingHelp@Wisconsin.gov](mailto:DOADOHAffordableHousingHelp@Wisconsin.gov)
   2. Email subject should identify - **In-service 2021**
   3. Email message body should identify the project, such as a detailed summary that identifies the projects you are submitting reports for.