



State of Mississippi

TATE REEVES
Governor

MISSISSIPPI DEVELOPMENT AUTHORITY

CSD INSTRUCTION #21-001

TO: All Local Units of Government and Other Interested Parties

FROM: Steven C. Hardin, Director
Community Services Division

DATE: January 11, 2021

SUBJECT: Upcoming 2021 Due Dates and Deadlines

Purpose: The purpose of this instruction is to announce upcoming dates and deadlines for Community Services Division (CSD) programs.

Discussion: CSD will be accepting the following applications, reports, and providing the following workshops as listed below for CSD programs, this includes the Community Development Block Grant (CDBG) program. Mississippi Development Authority (MDA) will issue additional instruction(s) as dates change or are added. Please pay close attention to all dates listed below:

DATE	DESCRIPTION
January 15, 2021	CDBG Economic Development (ED) Quarterly Job Creation Reports Due
January 15, 2021	DIP/RIF Semi-Annual Job Creation Reports Due
January 26, 2021	CDBG Application Workshop - Virtual
March 26, 2021	Water Viabilities Due for Public Facilities Water Applications
April 1-30, 2021	Fair Housing Month
April 7, 2021	Due Date for Semi-Annual Labor Enforcement Report Form 4710 (Reporting Period: 10/1/20 thru 3/31/2021)
April 15, 2021	CDBG ED Quarterly Job Creation Reports Due
April 15, 2021	Semi-Annual ARC BAMR Reports Due
April 16, 2021	CDBG Closeout Packages Due*
May 17-21, 2021	CDBG Public Facilities Applications Due **
June 30, 2021	Due Date for Federal Audit Submission *** (Reporting Period: 10/1/19 thru 9/30/2020)
July 15, 2021	CDBG ED Annual Job Creation Reports Due
July 15, 2021	DIP/RIF Semi-Annual Job Creation Reports Due
October 7, 2021	Due Date for Semi-Annual Labor Enforcement Report Labor Form 4710 (Reporting Period: 4/1/21 thru 9/30/21)
October 15, 2021	CDBG ED Quarterly Job Creation Reports Due
October 15, 2021	Semi-Annual ARC BAMR Reports Due
October 7, 2021	Due Date for Section 3 Reports Form 60002 (Reporting Period: 10/1/20 thru 9/30/21)
October 7, 2021	Due Date for Contractor/Subcontractor (MBE/WBE) Activity Report Form 2516 (Reporting Period: 10/1/20 thru 9/30/21)

* Acceptable close-out packages required for the CDBG Public Facilities category are due by 4:00 p.m. on **April 16, 2021**. The information submitted for close-out packages must be complete and correct. Incomplete or incorrect close-out packages will be returned to the recipient for completion. Close-out packages submitted after **April 16, 2021 at 4:00 p.m.**, will not be eligible for the 2021 CDBG Public Facilities funding round. This will not apply to applicants that have never been funded.

** Final submission for 2021 Public Facilities Application is **May 21, 2021**, at 4 p.m. by MDA's clock. All matching funds must be in place and documented in the application by the final submission date of **May 21, 2021**.

*** Audit requirements will follow 2 CFR Part 200 rules and regulations and CSD Policy and Procedures.

For any information regarding these reports and documentation please visit our website at www.mississippi.org/csd

Action: Local units of government and other interested parties are urged to carefully review the due dates and deadlines of CSD's different programs.

Contact: Inquiries regarding this Instruction should be directed to Lisa Maxwell or Ray Robinson at (601) 359-3179. The Hearing Impaired may contact us at (601) 359-3199 (TTY).

Equal Housing Opportunity Statement: We are pledged to the letter and spirit of U.S. policy for the achievement of equal housing opportunity throughout the Nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin. The Mississippi Development Authority does not discriminate on the basis of disability in the admissions or access to or treatment or employment in its programs or activities.

SCH:lm

