

# INVEST NH Municipal Planning & Zoning Grant Program

## HOP Monthly Grant Report

Municipality: \_\_\_\_\_

Award date: \_\_\_\_\_

Total award: \_\_\_\_\_

REPORTING MONTH: \_\_\_\_\_

REPORTING PHASE: *Phase 1: Needs Analysis & Planning*  
*Phase 2: Regulatory Audit*  
*Phase 3: Regulatory Development*

(1) Share any qualitative or quantitative information on successes this month (for example, what was accomplished this month, what have you learned).

(2) Briefly describe any barriers or challenges you experienced this month (for example, what were those challenges, how have you addressed those challenges, has your scope of work or project timeline been impacted and how).

(3) Briefly describe community engagement efforts made this month (for example, who did you reach and how, what were some initial outcomes of those efforts, have there been any barriers or challenges to effective community engagement). Include any documentation of public meetings, workshops, or other engagement efforts by attaching them to this form as a single pdf file.

(4) Have you completed any of your proposed deliverables at this time?    Yes    No  
*If yes, please describe below and attach deliverables to this form as a single pdf file.*

(5) Have you drafted any proposed land use regulations at this time?    Yes    No    Not Applicable  
*If yes, briefly describe below and submit drafts for comment by New Hampshire Housing and the Steering Committee prior to notice of public hearings by attaching to this form as a single pdf file.*

(6) *Do you have any questions, comments, or anything else you would like to share with us at this time?*

Received by: \_\_\_\_\_

Date: \_\_\_\_\_

Submitted by: \_\_\_\_\_

Date: \_\_\_\_\_

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**Instructions:** Submit report on the 10th of every month for the previous month to [info@NHHOPgrants.org](mailto:info@NHHOPgrants.org). Responses should not be no longer than 1-2 paragraphs per question and can be as short as a few sentences or bullets if you feel the communication is adequate. We encourage all Grantees to share program related files or photos by including them in the same email as your monthly report. If possible, attach them to your report as a single pdf. If your scope of work includes regulatory development, include drafts of proposed regulations for the purpose of allowing NHH and the Steering Committee to comment on the draft prior to notice of public hearings held by the Grantee's planning board or other cognizant body.