



MONTHLY EMPLOYMENT UTILIZATION REPORT									
CHFA Project Number:		Form CHFA-257				1. Project AAP Goals		2. Monthly Reporting Period	
Project Name:						Minority:		FROM:	
General Contractor:						Female:		TO:	

3.		4. WORK HOURS OF TRADE WORKERS EMPLOYMENT ON PROJECT										5.	6.	7.		8.	
		4a.		4b.		4c.		4d.		4e.							
Company Name and Trade (Place X in appropriate area if no work was performed for the month by specific sub or if FINAL 257 Report is being submitted)	Worker Classification	TOTAL HOURS by ALL Workers		Total HOURS by Black Workers		Total HOURS by Hispanic workers		Tota HOURS by Asian, Pacific Island Workers		Total HOURS by American Indian, Alaskan Native Workers		Percentage	Percentage	Total NUMBER of ALL Workers		Total NUMBER of Minority Workers	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Minority	Female	Male	Female	Male	Female
Company Name	Journey Worker:																
	Apprentice:																
Trade:	Trainee:																
☐ No Work Performed ☐ Final	SUBTOTAL																
Company Name	Journey Worker:																
	Apprentice:																
Trade:	Trainee:																
☐ No Work Performed ☐ Final	SUBTOTAL																
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Company Name	Journey Worker:																
	Apprentice:																
Trade:	Trainee:																
☐ No Work Performed ☐ Final	SUBTOTAL																
Total JOURNEY WORKER Hours:																	
Total APPRENTICE Hours:																	
Total TRAINEE Hours:																	
GRAND TOTAL OF ALL HOURS WORKED:																	

9. Company Official Signature and Title				10. Telephone Number	11. Date Signed	Page #	of #
Company Name	Title	Print Name	Signature				