



No. 2004-04  
April 15, 2004

# PROGRAM GUIDANCE

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**PROGRAM:** Indian Housing Block Grant (IHBG)

**FOR:** Tribal Government Leaders and Tribally Designated Housing Entities

*RJB*

**FROM:** Rodger J. Boyd, Deputy Assistant Secretary, PN

**TOPIC:** Annual Performance Report - Clarification of Submission Options

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**PURPOSE:** The purpose of this guidance is to clarify the options available for the submission of the Annual Performance Report (APR) to the Area ONAPs.

**BACKGROUND:** A recipient of an Indian Housing Block Grant (IHBG) is required by Section 404 of the Native American Housing Assistance and Self-Determination Act of 1996 (NAHASDA) to conduct an annual review of the progress made in implementing the goals and objectives of its Indian Housing Plan and to submit an annual report describing the results of the review. By regulation (24 CFR 1000.514), the recipient is required to submit an annual performance report to the Area ONAP within 60 days of the end of its program year. Public and Indian Housing Notice 2000-54 provided the latest format for the Annual Performance Report (APR) when it introduced form HUD-52735-A.

**CLARIFICATION:** When submitting an APR, the recipient has a choice of methods. It is important to note that submission of an APR through the HUD Public and Indian Housing (PIH) Information Center (PIC) is no longer a submission option. The preferred methods are electronic submissions. The recipient may attach the completed APR to an electronic message addressed to its assigned Grants Evaluation Specialist (GES) in the Area ONAP. Another electronic method is to copy the completed APR to a diskette and mail the diskette to the Area ONAP. The least preferred, but still acceptable, method is to mail a paper copy of the APR to its assigned Area ONAP.

**INQUIRIES:** If you have any questions, please contact your Area ONAP.