

# Northwest Notes

U.S. Department of Housing and Urban Development- Office of Public Housing, Region X

FY2005 Quarter III

<http://www.hud.gov> & <http://espanol.hud.gov>

April 15, 2005

## From the Director's Office

Welcome to the second installment of *Northwest Notes* newsletter. Thank you for your suggestions and comments. We appreciate receiving input and are incorporating many of the suggestions into this edition. Inside this issue, you will find information on a variety of topics from Homeownership to CFP to the newly published SuperNOFA.

Please remember that all dates listed in the "Upcoming Deadlines" section are subject to change. Refer to the appropriate program area website for the most current information. All questions, comments, and most importantly, suggestions for future newsletter items can be directed to Amy Johnson, Public Housing Revitalization Specialist at 206-220-6213 or [amy\\_johnson@hud.gov](mailto:amy_johnson@hud.gov). On behalf of the Seattle, Portland, and Alaska office staff, we hope this newsletter is helpful to you.

Harlan Stewart  
Director, Office of Public Housing  
Region X, Northwest/Alaska



## Alaska Housing Finance Corporation- HOMEOWNERSHIP AT WORK




*Mr. Don Ewing, above, is AHFC's fourth homeowner under their HCV Homeownership program.*

Alaska keeps it simple. Their Housing Choice Voucher (HCV) Homeownership Program was approved by the Alaska Housing Finance Corporation (AHFC) Board of Directors in July of 2003. By December of 2003, Ms. Antonia Fandycz of North Pole, Alaska became the program's first homeowner.

All potential participants complete a one-page, "Are your Ducks in a Row for HCV Homeownership" form. If eligible, a one-page *Certification of Eligibility* is issued which provides an estimated amount of HAP to use for loan origination. The lender determines mortgage-readiness and loan products. AHFC's Homeownership Administrator works closely with the lender during the loan origination process. A re-exam is completed after the participant has secured loan commitment and prior to closing. A *Certificate of Housing Assistance Payment* is then issued which specifies the amount and the term of housing assistance. A yearly *Servicing Agreement* is drafted between AHFC and the participant that sets forth disbursement of the HAP. Homeownership obligations are reviewed yearly and contact is maintained throughout the year with participants. Two sessions of post-purchase counseling are required.

Alaska's program partners are essential to the program's success. AHFC's Mortgage Department provides first-time homebuyer loan products and the first eight-hour session of housing counseling, along with local community housing development corporations. Lenders often access *Home\$tart* or *Home\$tart Plus* programs. Other down payment assistance opportunities are provided by the Municipality of Anchorage AnCHOR program, the Alaska Mental Health Trust Authority, and in rural areas, USDA provides access to their leveraged loan program products. Utilization of existing rental voucher program staff is another key ingredient for Alaska's homeownership program. Field staff complete the income re-exams, HQS inspections, and provide ongoing information to voucher participants with regard to the availability of the program.

To date, a total of fourteen families have become homeowners under the HCV Homeownership program with several additional mortgage-ready participants awaiting down payment assistance. AHFC plans to expand the program to non-disabled voucher participants during the next year. **Thanks to AHFC for this submission.**

 To find out more about how your agency can benefit from **Energy Star** services, please visit their website at

<http://www.hud.gov/offices/pih/programs/ph/phecc/>

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# 2005 SuperNOFA Published

The U.S. Department of Housing and Urban Development has consolidated most of its grant programs into one Super Notice of Funding Availability. The fiscal year 2005 SuperNOFA announces the availability of approximately \$2.26 billion in HUD program funds covering fifty-three grant categories. Application due dates are different for each program. You must submit a completed application to HUD on or before the respective program application due date.

**REMINDER:** HUD now requires all applicants to submit applications electronically using <http://www.grants.gov>. Registration is required. To register, log on to <http://www.grants.gov> and follow the steps.

Additional program specific requirements are in the program sections of the SuperNOFA. General section also includes information applicable to each NOFA requirement. Please make sure that all instructional materials are read carefully for each program. For more information about the SuperNOFA, please visit:

<http://www.hud.gov/offices/adm/grants/fundsavail.cfm>

HUD will present informational broadcasts on each of the grants throughout the month of April. These broadcasts may be viewed at your local HUD office or over the Internet. To access the broadcast schedule, please visit:

<http://www.hud.gov/webcasts/schedule/index.cfm#a>

For additional questions, please contact your local HUD field office.

## CFP TRAINING



On March 24, 2005, John Hardin, Chuck Estep (Seattle), and Jackson Chan (Portland) Office of Public Housing provided training on the CFP program. PowerPoint slides are available by contacting Chuck Estep at 206-220-6235, or [charles\\_estep@hud.gov](mailto:charles_estep@hud.gov). Below is a list of helpful websites related to the Capital Fund Program.

Public Housing Programs

<http://www.hud.gov/offices/pih/programs/ph/programs.cfm>

Davis-Bacon Wage Determinations

<http://www.access.gpo.gov/davisbacon/>

Excluded Parties List Service

<http://www.epls.gov>

PHA Plans

<http://www.hud.gov/offices/pih/pha/>

Healthy Homes and Lead Hazard Control

<http://www.hud.gov/offices/lead/>

Prevailing Wage Rates

<http://www.lni.wa.gov/TradesLicensing/PrevailingWage/default.asp>

Special Applications Center (SAC)

<http://www.hud.gov/offices/pih/centers/sac/index.cfm>

Fair Housing Laws and Presidential Executive Orders

<http://www.hud.gov/offices/fheo/FHLaws/index.cfm>

## PIH-WASS Single Sign-on Requirement

All PIC users are now required to log-on through the REAC Secure Systems website. As many of you have already experienced, your PIC UserID and log-on have been converted to the PIH-WASS (Web Authentication Secure System) Single Sign-on method. For questions concerning this change, please contact Suzanne Manville at 206-220-6231, or [suzanne\\_manville@hud.gov](mailto:suzanne_manville@hud.gov)

## Housing Choice Voucher Homeownership Stats

According to an e-mail sent to all Section 8 PHAs on 10/27/2004, PHAs are eligible for a \$5000 bonus administrative fee for the first HCV Homeownership closing, and \$1000 bonus administrative fee for every closing thereafter.

### HCV Homeownership Closings as of 4/15/2005

Alaska	14
Idaho	30
Oregon	41
Washington	46
<b>Hub Total</b>	<b>131</b>

## NEW and IMPROVED- HUD State Webpages

The field web team has been working for the past nine months to update the state web pages on hud.gov. As part of our "Plain Language" initiative, all the first and second level web pages have been redesigned and rewritten to be more "reader-friendly". We've also updated the topics and rearranged some of the information. Let us know what you think.

Alaska <http://www.hud.gov/alaska>  
Idaho <http://www.hud.gov/idaho>  
Oregon <http://www.hud.gov/oregon>  
Washington <http://www.hud.gov/washington>



## Nine-City HUD Training Program for PHAs

HUD is sponsoring FREE PIC and SEMAP training sessions throughout the remainder of FY05. Training will be sponsored in Seattle July 12-15, 2005. For more information and to register, please visit: <http://www.hudcoach.com/training>



**REMINDER:** According to Notice PIH 2005-4, all Exigent Health and Safety (EHS) violations must be certified on-line through the REAC website.

## Project-Based Section 8 HCV Forms Updated

PBA HAP contract for **existing housing** projects only (HUD-52530B (9/01)) was revised to incorporate the new PBA law changes and the initial implementing guidance issued in the January 16, 2001 Federal Register notice. (Note: form not in HUDCLIPS - obtain copy from local field office).

PBA HAP contract for **new construction and rehabilitation** projects only (HUD-52530A (6/01)) was revised to incorporate the new PBA law changes and the initial implementing guidance issued in the January 16, 2001 Federal Register notice. (Note: form not in HUDCLIPS - obtain copy from local field office).

PHAs providing PBA for **rehabilitation or new construction** projects should continue to use the PBA Agreement to Enter into Housing Assistance Payments (AHAP) Contract (HUD-52531A (4/90) and HUD-52531B (12/88)). (Note: form available in HUDCLIPS). (PHAs providing PBA for existing housing are not required to enter an AHAP).

PHAs providing PBA should continue to use the PBA lease addendum (HUD-52530 C (5/89) (as of 02/26/2002, and the PBA Statement of Family Responsibility (HUD-52578 B (1/96)). (Note: forms not in HUDCLIPS - obtain copy from local field office).

**HUD forms & regs** may be downloaded from HUDCLIPS at:  
<http://www.hudclips.org>

**HUD PBA program website:**  
<http://www.hud.gov/offices/pih/programs/hcv/project.cfm>

## Fair Housing Provides Answers

The Department of HUD, Office of Fair Housing, has a contract with Bearing Point to provide training and technical assistance to the public regarding accessibility design and construction standards under the Fair Housing Act. A Design and Construction Center has been established to provide advice to builders, architects, engineers, and others about the Fair Housing Act requirements.

For more technical assistance call: 1-888-FH1RST1 (TTY 1-888-341-7781), or visit <http://www.fairhousingfirst.org> <http://www.hud.gov/offices/fheo>



## Kitsap County, Washington's "Money Talk" Program

The Housing Authority of Kitsap County emphasizes financial literacy with their residents through their Housing Counseling program. They conduct "Money Talk" workshops that focus on helping both youth and adults learn about personalized spending, budget, credit counseling, savings plans along with awareness of predatory lending. Their Teen Challenge youth are learning financial literacy skills by getting them engaged in fundraising preparation for college and getting a job. Through their Housing Counseling program they offer free classes to the community as well as workshops in coordination with community partners such as Head Start, the Navy, and YMCA.

## Did you miss a webcast?

Archived HUD webcasts can be viewed by visiting:  
<http://www.hud.gov/webcasts/index.cfm>

System Requirements include: Computer with sound, connection to Internet (min. 56kbs), and "Realplayer" video player.



For a complete list of Federal Register and Notices published, please visit HUD Clips at <http://www.hudclips.org/cgi/index.cgi>

### **Federal Register**

- 01/04/2005 Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs; Final Rule. 49 CFR Part 24. FHWA Docket N. FHWA-2003014747. Department of Transportation.
- 01/07/2005 Redlegation of Authority Regarding Local Public Housing Hub Directors/Public Housing Program Center Coordinators. FR-4837-D-56.
- 01/12/2005 Notice of Regulatory Waiver Requests Granted for the Third Quarter of Calendar Year 2004. FR-4936-N-03.
- 01/14/2005 Sect. 8 Housing Assistance Payment Program- Contract Rent Annual Adjustment Factors, FY 2005. FR-4967-N-01
- 01/19/2005 Notice of Funding Availability (NOFA) for the Public Housing Neighborhood Networks Program from Fiscal Year 2003 Funding. FR-4800-C-18A.
- 01/19/2005 Mandated Designation of Difficult Development Areas for Section 42 of the Internal Revenue Code of 1986- Technical Correction. FR-4889-N-04.
- 01/25/2005 Section 5(h) Homeownership Program for Public Housing: Submission of Plan and Reporting. FR-4978-N-01.
- 01/27/2005 Privacy Act of 1974; Notice of Matching Program: Matching Tenant Data in Assisted Hsng Pgrms. FR-4922-N-06.
- 02/28/2005 Fair Market Rents for the Housing Choice Voucher Program and Moderate Rehabilitation Single Room Occupancy Program; Fiscal Year 2005. FR-4937-N-03.
- 03/21/2005 Public Housing Neighborhood Networks Program. FY2005 Initial Announcement funding opportunity. Deadline is June 3, 2005 (subject to change). FR-4950-N-24.
- 03/21/2005 ROSS Program Resident Services Delivery Models- Elderly/Disabled, Family, and Homeownership Supportive Services Program. FY 2005 Initial Announcement of Funding. Deadlines are July 6, July 25, May 26, 2005 respectively (subject to change). FR-4950-N-22.
- 03/21/2005 Public Housing Family Self-Sufficiency (FSS) under ROSS Program. FY 2005 Initial Announcement of Funding. Deadline is June 20, 2005 (subject to change). FR-4950-N-23.
- 03/21/2005 Housing Choice Voucher Family Self-Sufficiency (FSS) Coordinators. FY 2005 Initial Announcement of Funding. Deadline is May 20, 2005 (subject to change). FR-4950-N-17.
- 03/31/2005 Notice of Funding Availability for Revitalization of Severely Distressed Public Housing HOPE VI Revitalization Grants Fiscal Year 2005. Notice of funding availability. FR-4982-N-01.

### **PIH Notices**

- 2005-5 New Freedom Initiative, Executive Order 13217: "Community-Based Alternatives for Individuals with Disabilities," and the Housing Choice Voucher Program.
- 2005-6 Reinstatement- Notice PIH 2003-24 (HA), Procurement of Legal Services by Public Housing Agencies.
- 2005-7 Rental Integrity Monitoring (RIM) Disallowed Costs and Sanctions Under the Rental Housing Integrity Improvement Project (RHIP) Initiative.
- 2005-9 Public Housing Agency (PHA) Flexibility to Manage the Housing Choice Voucher Program in 2005
- 2005-10 Posing of Class Action Notice (Taylor vs. Jackson, Civil Action No. 02-cv-1120AA)- Fairness Hearing fro Proposed Settlement of Litigation Concerning Enhanced Vouchers Provided in Connection with Preservation Prepayments that Occurred in Federal Fiscal Years (FYs) 1997, 1998, and 1999.
- 2005-11 Single Audit Act (A-133) Independent Auditor Report Submission for Public Housing Agencies (PHAs)

### **E-Memos**

- 01/31/2005 Staff Changes at HUD's Office of Public Housing
- 02/14/2005 Satellite and Webcast- Uniform Act Final Rule Implementation
- 02/17/2005 February 11, 2005 issuance of FY 2005 Income Limits for Public Housing and Section 8 programs.
- 02/17/2005 E-Grants. Notification of online grant application requirement through <http://www.grants.gov>
- 2/28/2005 FY 2005 Fair Market Rents (FMRs)- Revised
- 3/4/2005 PHA Circular- Changes in staff assignments, Seattle PH Hub
- 3/7/2005 Web-cast for [www.grants.gov](http://www.grants.gov)
- 03/25/2005 Public Housing Information Center (PIC) transition to Single Sign On (SSO).
- 03/25/2005 HUD's SuperNOFA published. <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>
- 03/29/2005 FY 2005 Family Self-Sufficiency HCV Funding Application Reposted.

### Important Upcoming Quarter III Dates

**!!! Please Note: All dates subject to change. Please refer to the appropriate program area website for the most current information and complete list of forms due!!!**

#### **FYE 3/31 PHAs**

- 5/16/2005 Unaudited FASS extension request deadline.
- 5/30/2005 SEMAP Submission due in PIC (60 days after FYE)
- 5/31/2005 MASS Submission due to REAC
- 5/31/2005 Unaudited FASS submission due to REAC
- 5/31/2005 Payment of Annual Contribution and Operating Statement (HUD-52681B) February, March, and April data due end of May in VMS (Section 8). *Exact date TBA. Please check VMS website.*
- 5/31/2005 Year-End Settlement Statement (HUD-52681) submit to FMC (60 calendar days after FYE- Section 8). Ensure data matches information in VMS.
- 6/27/2005 (Late June) PHA certifies Follow-up Plan in RASS. Please see RASS Business Calendar at [http://www.hud.gov/offices/reac/products/rass/business\\_calendar.cfm](http://www.hud.gov/offices/reac/products/rass/business_calendar.cfm)
- 7/31/2005 ROSS Financial Status Report (HUD-269A) and Program Report submitted to Field Office

#### **FYE 6/30 PHAs**

- 4/1/2005 Submission of Operating Subsidy Calculation due to Field Office as per PIH Notice 2004-14 (HA).
- 4/15/2005 PHA Plan submission. CFP Program Performance & Evaluation Reports must be included in PHA Plan.
- 4/18/2005 (Late April) PHA certifies address in RASS. Please see RASS Business Calendar at [http://www.hud.gov/offices/reac/products/rass/business\\_calendar.cfm](http://www.hud.gov/offices/reac/products/rass/business_calendar.cfm)
- 4/22/2005 Deadline extended. Last day to submit audited financial information to REAC is April 22, 2005.
- 5/27/2005 (Late May) PHA certifies Implementation Plan in RASS. Please see RASS Business Calendar at [http://www.hud.gov/offices/reac/products/rass/business\\_calendar.cfm](http://www.hud.gov/offices/reac/products/rass/business_calendar.cfm)
- 5/31/2005 Payment of Annual Contribution and Operating Statement (HUD-52681B) February, March, and April data due end of May in VMS (Section 8). *Exact date TBA. Please check VMS website.*
- 7/31/2005 ROSS Financial Status Report (HUD-269A) and Program Report submitted to Field Office

#### **FYE 9/30 PHAs**

- 4/30/2005 3/31 Occupancy Report (HUD-51234) submit in PIC
- 5/13/2005 Submission of Operating Subsidy Calculation due to Field Office as per PIH Notice 2004-14 (HA).
- 5/31/2005 Payment of Annual Contribution and Operating Statement (HUD-52681B) February, March, and April data due end of May in VMS (Section 8). *Exact date TBA. Please check VMS website.*
- 6/30/2005 Audited FASS submission due to REAC
- 6/30/2005 One Copy of IPA Audit due to Field Office with Management letter, Corrective Action Plan, and other relevant written communications as applicable for FYE 9/30/2004. See PIH Notice 2002-4.
- 7/1/2005 90 days prior to FYB, submit complete budget (HUD-52673, 52672, 52663) for Mod Rehab, SRO, HOPE VI, Mainstream (DV code-5 year increments), to FMC representative.
- 7/15/2005 PHA Plan submission. CFP Program Performance and Evaluation Reports must be included in PHA Plan.
- 7/31/2005 ROSS Financial Status Report (HUD-269A) and Program Report submitted to Field Office

#### **FYE 12/31 PHAs**

- 5/31/2005 Payment of Annual Contribution and Operating Statement (HUD-52681B) February, March, and April data due end of May in VMS (Section 8). *Exact date TBA. Please check VMS website.*
- 7/30/2005 6/30 Occupancy Report (HUD-51234) submit in PIC
- 7/31/2005 ROSS Financial Status Report (HUD-269A) and Program Report submitted to Field Office

#### **All PHAs**

- Every Month CFP obligated/expended data is submitted through eLOCCS. CFP work completion activities where pre-audit is required, are reminded to submit AMCC to Field Office.
- Every Month Send complete copy of renewal HAP contracts with owners to FMC representative. Please include Attachment A. Contracts needed to request renewal funds and to release payments.
- This Summer Deadlines for the SuperNOFA are available at <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>