

Northwest Notes

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

FY2007 Quarter III

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

April 20, 2007

The Director's Corner

This past February, Debra Sutton, Program Assistant, accepted a position in Seattle HUD's NW Office of Native American Programs. Debra contributed an extraordinary amount to the daily operations of our office. We wish her the best of luck in her new position and future endeavors.

We have now established an OPH newsletter list serve. Sign-up below to receive future newsletters: <http://www.hud.gov/subscribe/signup.cfm?listname=Public%20Housing%20News%20-%20Northwest%20Region&list=PH-NEWS-NW-REGION-L>

To locate past issues link to: <http://www.hud.gov/local/shared/working/r10/ph/newsletter.cfm?state=wa>

Reminder: For the public housing program, in order to expedite closeouts of your Capital Fund Program grants, please have your auditor include the Actual Modernization Cost Certificate (AMCC) in your annual audits reports.

On behalf of Office of Public Housing team members in the Seattle, Portland, & Anchorage offices, we hope this newsletter is helpful to you. Thank you.

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



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

<http://www.energystar.gov/>

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FSS Success at Bremerton Housing



Above: Kristafer Whitcher and his daughter Danakai pictured outside their home at Westpark.

The Bremerton Housing Authority's (BHA) Family Self-Sufficiency (FSS) program aids participants in becoming financially independent with credit counseling, job seeking skills and savings plans for homeownership and education.

As a single father that had just received custody of his daughter Danakai, Kristafer Whitcher struggled with substance abuse upon moving into the Bremerton Housing Authority's public housing development, Westpark, in May of 2001. He knew something had to change, so he sought help and walked away from the substances that threatened his relationships and his personal growth.

Today, Kristafer is focused on a bright future. In addition to the FSS program, Kristafer, participates in BHA's **Keys To A Better Life**, which helps residents develop self-esteem through life skills classes with a focus on everything from GED preparation to parenting. Kristafer credits both programs as being integral to his recent success, noting that the Westpark Community Center staff have been incredibly supportive and encouraging.

He regularly attends the Hillcrest Assembly of God and a Twelve Step Program held in Westpark. Kristafer is currently working at the YMCA on the Character Development Team with their teen late night program, and as a Youth Activity Assistant at the Westpark Community Center. Along with both jobs, Kristafer is taking classes at Olympic Community College. He plans to a get a family services certificate and then his Associate's Degree.

For more information about the Keys to a Better Life or FSS Programs, contact the Westpark Community Center at (360) 479-8108.

Limited English Proficiency (LEP)

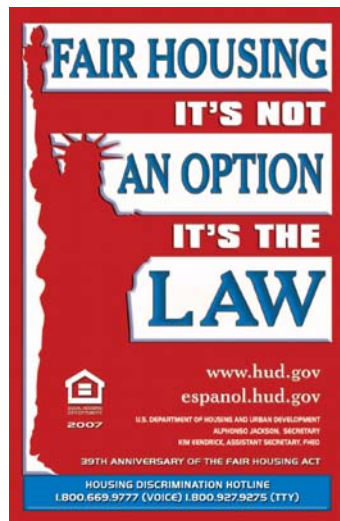
The U.S. Department of Housing and Urban Development (HUD) published guidance in the Federal Register January 22, 2007 to assist housing providers in ensuring that people with limited English proficiency (LEP) have an understanding of housing documents.

Executive Order (EO) 13166, "Improving Access to Services for Persons with LEP," requires all federal, local and state agencies that receive federal funding ensure that people with limited language skills have meaningful access to government programs and services.

The guidance provides an analytical framework that housing providers may use to determine how best to comply with statutory and regulatory obligations to provide meaningful access to the benefits, services, information, and other important portions of their programs and activities for individuals who have limited English proficiency.

HUD currently has discrimination complaint forms in Arabic, Vietnamese, Russian, Chinese and Spanish, and one model lease in Spanish. These documents are currently available on HUD's website and free to the public. In the future, HUD, an agency that offers a Spanish-language website, also plans to translate a model apartment lease into French, Portuguese, Korean, Amharic, Russian and Chinese.

Visit: <http://www.hud.gov/offices/fheo/promotingfh/lep.cfm>



APRIL is Fair Housing Month

FHEO and its partners in the Fair Housing Assistance Program investigate approximately 10,300 housing discrimination complaints annually. People who believe they are the victims of housing discrimination should contact HUD at: 1-800-669-9777 (voice), (800) 927-9275 (TTY).

Additional information is available at <http://www.hud.gov/fairhousing>

EcoWise Environmental Resource Newsletter is an excellent resource from HUD's Public Housing Energy Conservation Clearinghouse, and includes articles, training events, and webcast information. Register at: <http://www.hud.gov/offices/pih/programs/ph/phecc/newsletter/newsletter.cfm>

...ARCHIVED HUD WEBCASTS...

<http://www.hud.gov/webcasts/archives/index.cfm>

SuperNOFA broadcasts:

Resident Opportunities and Self-Sufficiency- Family/Elderly, 4/5/2007

Public Housing Family Self-Sufficiency, 4/4/2007

Lead Hazard Control, 3/29/2007

Healthy Homes Demo, 3/29/2007

Healthy Homes, 3/29/2007

Assisted Living Conversion, 3/28/2007

Rural Housing, 3/28/2007

Housing Counseling Programs, 3/28/2007

Continuum of Care, 3/27/2007

Housing Choice Voucher FSS, 3/27/2007

Faith-based/Community Initiative., 3/22/2007

Fair Housing, 3/22/2007

Logic Model - External, 3/20/2007

Energy Star, 3/15/2007

Lead Hazard Reduction Demo Grant Applicants, 2/13/2007

Housing Choice Voucher Homeownership

HCV Homeownership
Closings as of 4/1/2007

Alaska	26
Idaho	58
Oregon	46
Washington	92
Hub Total	222

PIC Training Provided



Cheryl Southwick and Graeme Atkey of King County Housing Authority attended PIC Training at HUD Seattle Office, March 20-21, 2007

Suzanne Manville, PIC Coach, conducted PIC training March 6-7 and 20-21, 2007 at the Seattle Regional HUD Office. If your agency was unable to participate, but would like to participate in future training sessions or would like copies of training materials, please e-mail Suzanne at Suzanne.Manville@hud.gov

EIV and Identity Theft

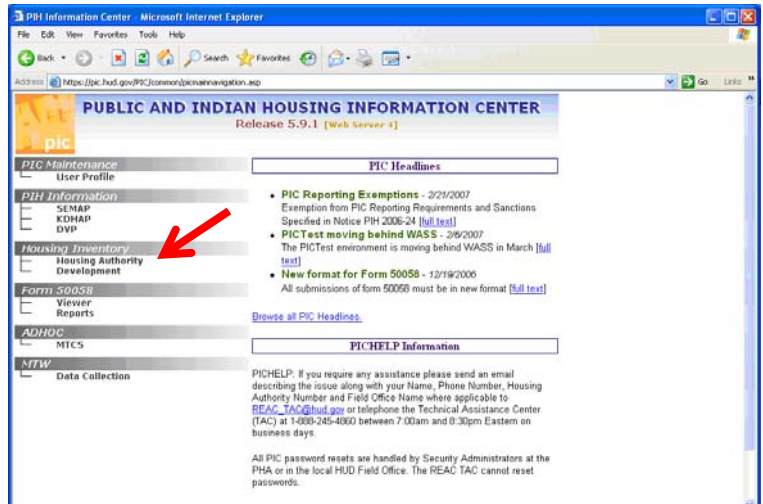
If EIV information reveals possible Identity Theft, the PHA should notify the participant and [provide them with a copy of this flyer](#).

The participant should provide the following information to the PHA documenting the identity theft:

- copy of police report (not a police report number);
- notice from credit bureau regarding fraud alert placed on credit report; or copy of credit report with fraud alert notice; or copy of identify theft report filing with the Federal Trade Commission;
- AND copy of tenant's letter sent to employer to dispute information and request for correction;
- AND any correspondence the tenant received from employer.

Remember: EIV information can only be provided to the adult household member to whom it pertains!

Keeping Current with PIH/REAC Notifications



VERY IMPORTANT: It is the PHA's responsibility to ensure the agency has the following information correct and current under the HA Inventory- Housing Authority Sub-module in PIC:

- ✓ Agency address, phone, FAX, and e-mail information
- ✓ Both physical and mailing addresses (if different)
- ✓ Physical address for visitors and overnight express packages (cannot use P.O. Box)
- ✓ HA Contacts (official data source for PIH-REAC):
 - Must list at least one Executive Director
 - Must list governing board members
- ✓ PIH searches for valid email addresses for the PHA in the following order:
 - Executive Director
 - Acting Executive Director
 - Housing Director
 - Section 8 Director
 - HA General Email Address

PHA is responsible for maintaining a valid email account and keeping it emptied. Failure to maintain a valid email address is **not** an acceptable excuse for missing an important communication from PIH-REAC.

EIV Recertification by April 30th

REMINDER:



PHA Users must be recertified by PHA User Administrator by midnight 4/30/07. HUD Field EIV Coordinator will recertify PHA User Administrators.

Recently Published

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

Federal Register

3/1/2007 Regulatory Waivers for Public Housing Programs To Assist With Transition to Asset Management, [Docket No. FR-5128-N-01]

PIH Notices

PIH 2007-3 Reoccupancy Policies for Pre-Disaster HUD Assisted and Special Needs Families Displaced by Hurricanes Katrina and Rita.

PIH 2007-4 Extension – Disaster Voucher Program (DVP) Operating Requirements – Rental Assistance for HUD-Assisted Families and Special Needs Families Displaced by Hurricanes Katrina and Rita

PIH 2007-5 Revised Voucher Housing Assistance Payments Contract (Form HUD 52641) and Tenancy Addendum (form HUD 52641A); Housing Choice Voucher Program Administration and the Violence Against Women and Justice Department Reauthorization Act of 2005 (VAWA 2005)

PIH 2007-6 Process for Public Housing Agency Voluntary Transfers of Housing Choice Vouchers, Project-Based Vouchers and Project-Based Certificates

PIH 2007-7 Guidance on Appeals under Subpart G of the Revisions to the Public Housing Operating Fund Program, Final Rule, Published in the Federal Register on September 19, 2005 (79 FR 54983)

PIH 2007-8 Extension – Notice PIH 2006-15 (HA), Single Audit Act (A-133) Independent Auditor Report Submission for Public Housing Agencies (PHAs)

E-Memos

1/31/2007 Public Housing FY 2007 Quarter II Newsletter

2/15/2007 Second Round Training- Changes in Financial Management and Reporting Requirements

2/27/2007 Limited English Proficiency Guidance Meeting

3/2/2007 Central Contract Registration (CCR) Renewal Requirement

3/7/2007 Grants Policy Committee Webcast- Proposal of New Government-wide Reporting Forms

3/14/2007 2007 SuperNOFA Published

3/16/2007 New Procurement Handbook for Public Housing Agencies

3/16/2007 Fair Housing Posters

3/16/2007 Northwest Regional Conference on Reaching Unbanked People

3/20/2007 Second Round Training- Changes in Financial Management and Reporting Requirements

3/21/2007 2007 Income Limits Published- Public Housing/ Section 8

3/21/2007 HUD SuperNOFA Webcasts, March 20-29, 2007

3/27/2007 HUD Energy Webcast Training

3/30/2007 Informational Event for Communities, Faith-based and Grassroots Organizations

HUD Highlights Regional Office E-Newsletter

Find out what's new in the region across all HUD program areas. To electronically receive this newsletter, sign-up at: <http://www.hud.gov/local/shared/working/r10/newsletters/hudhighlights.cfm?state=wa>

Important Upcoming Quarter II Dates

!!! Please Note: All dates subject to change. Refer to program area websites for most current information and complete list of forms due!!!

FYE 3/31 PHAs

- 5/30/2007 SEMAP Submission due in PIC (60 days after FYE)
- 5/31/2007 MASS Submission due to REAC
- 5/31/2007 Unaudited FASS for FYE 3/31/2007 submission due to REAC
- 6/30/2007 (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

FYE 6/30 PHAs

- 4/17/2007 PHA Plan submission. CFP Program Performance and Evaluation Reports must be included in PHA Plan.
- 4/21/2007 One Copy of IPA Audit due to Field Office with Management letter, Corrective Action Plan, and other relevant written communications as applicable for FYE 3/31/2006. See PIH Notice 2006-15
- 4/12/2007 (Mid April) PHA certifies Implementation Plan in RASS. Please see RASS Business Calendar at http://www.hud.gov/offices/reac/products/rass/business_calendar.cfm

FYE 9/30 PHAs

- 6/30/2007 Audited FASS submission due to REAC
- 6/30/2007 One Copy of IPA Audit due to Field Office with Management letter, Corrective Action Plan, and other relevant written communications as applicable for FYE 9/30/2006. See PIH Notice 2006-15
- 7/18/2007 PHA Plan submission. CFP Program Performance and Evaluation Reports must be included in PHA Plan

FYE 12/31 PHAs

- 7/30/2007 6/30 Occupancy Report (HUD-51234) submit in PIC

All PHAs

- 4/15/2007 Stop-loss application submission deadline (Asset Management)
- 4/30/2007 EIV User Administrators must re-certify all existing EIV users for your housing authority.
- 6/30/2007 **IMPORTANT:** All Public Housing and Housing Choice Voucher programs must have 95% PIC reporting rate as of 6/30/2007 or be subject to possible sanctions. See Notice PIH 2006-24.
- 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 Moderate Rehabilitation program HAP contracts with owners to FMC representative. Please include Attachment A. Contracts needed to request renewal funds and to release payments
- Quarterly VMS data collection (HUD 52681B submitted electronically). **Ensure data is submitted timely and accurately.** Failure to report timely could result in loss of Administrative fees. *Check VMS website for exact submission dates*
- Reminder:** Please continue to submit Year-End Settlement Statement (HUD-52681) for Section 8 Mod Rehab, SROs, and Mainstream (DV) vouchers **ONLY**. Submit to FMC (45 calendar days after FYE)
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

SuperNOFA Deadlines

The following deadlines were published in the Federal Register March 13, 2007

- 5/18/2007 Housing Choice Voucher Family Self-Sufficiency (FSS) Program Coordinators
- 6/6/2007 Public Housing Family Self-Sufficiency (FSS) Program Coordinators
- 6/27/2007 ROSS Family- Homeownership
- 7/19/2007 ROSS Elderly/Persons with Disabilities