



# Kentucky Housing Partner

2013 Winter Issue

Louisville Multifamily Program Center

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## A VERY MERRY GREETING FROM MR. HUD!

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Well, back to reality this week. Mr. HUD has been on a natural high after watching the Louisville Cards beat the Florida Gators in the Sugar Bowl. What an upset!

In December, Mr. HUD was thrilled to attend the grand opening of the St. Bartholomew Senior Apartments in Louis-



ville. The apartments are an adaptive reuse of a school originally built in 1942. He was delighted to meet former students of the school that attended the grand opening. Mr. HUD appreciated the beautifully landscaped area that doubled as a rain garden. During a tour of the building he was surprised to find a mural of himself at the apartment complex, and he thought it was a fitting tribute to him. Alas, Lisa De Spain had to explain to Mr. HUD the mural is the likeness of Saint Bartholomew. But even Lisa had to admit there is a definite similarity



between Mr. HUD and Saint Bartholomew.

Mr. HUD was also ecstatic to learn that his favorite HUD office, the Kentucky HUD Office, was honored by Mr. Ed Jennings, Jr., Regional Administrator, as the Region 4 Field Office of the Year Award! Congratulations to Krista Mills, Field Office Director and the entire Louisville team!

## Resolve to Save Some Green (Money, that is) in 2013

We're into the colder months of the season and maybe some of your energy saving projects have not been completed. Here are some ideas that you can do yourself to help cut your energy cost:

- Check the insulation in your attics, exterior and basement walls, ceilings, floors, and crawl spaces. Adding insulation into your attics is an easy project that can be completed in a day.

*(continued on page 3)*

## Service Coordinator Notes

Recently, the Department awarded 137 Service Coordinator in Multifamily Housing (SCMF) grants totaling \$31.3 million. These grants will serve 140 housing sites and more than 14,000 elderly and non-elderly disabled individuals and families. Kentucky was the recipient of seven of those grants, totaling \$1,571,187.00.

The grants awarded are designed for an initial three-year period to allow eligible owners of multifamily housing for the elderly or disabled, to hire and support a service coordinator. The funds cover such costs as salary, benefits, quality assurance, training, office space, equipment, and other related administrative expenses.

A 2008 HUD report found aging in place reduces rates of premature institutionalization for low-income elderly residents, thus reducing the costs borne by taxpayers. As the U.S. population ages and the number of older Americans grows, there will be an increased need for programs to help very low-income elderly persons to continue living independently in their homes. According to the U.S. Census Bureau, there were 35 million people age 65 years or older in the U.S. in 2000, and it estimates that by 2050 that number will climb to 80 million.

### Kentucky 2012 SCMF Awards:

Ballard Place Apartments	Lexington	\$230,417
Community Towers	Louisville	\$249,723
Flaget Apts	Louisville	\$249,723
Hathaway Court Apartments	Covington	\$262,449
Mayfield Plaza Apartments	Mayfield	\$208,395
Sisson Manor Apts	Owensboro	\$251,346
Yorktown Senior Housing	Louisville	\$119,134

It is anticipated that the Fiscal Year 2013 Notice of Funding Availability (NOFA) for new SCMF grant will be announced in early 2013. If interested in being notified when the NOFA is released visit [www.grants.gov](http://www.grants.gov) and sign up for the notification service.

On November 15, 2012, HUD issued a 60-day Notice in the Federal Register, soliciting public comments on two Multifamily Housing Service Coordinator forms. HUD is proposing revisions to the Semi Annual Performance Report (HUD-92456), which includes a new Glossary (HUD-92456-G). The Department is also proposing a new form to be used by field office staff to perform Service Coordinator program reviews (HUD Staff Program Review Checklist, HUD-92455). This form will provide a consistent protocol for the review and evaluation of Service Coordinator programs in HUD's Multifamily Housing properties.

The revised forms will apply to any Service Coordinator program supported by HUD funds and operating in subsidized Multifamily Housing properties designated for the elderly and/or people with disabilities. The proposed forms are provided for public comment only. Service Coordinators must continue to use the current version of the Semi-Annual Performance Report until such time as the new form takes effect. At that time the form will show a valid expiration date.

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## Resolve to Save Some Green (Money, that is) in 2013

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- Check for air leaks around your walls, ceilings, windows, doors, light and plumbing fixtures, switches, and electrical outlets. Caulk, expanding foam and foam electrical outlet insulating kits are cheap and easy to do. As you turn over apartments, add these tasks to your usual list.
- Check for open fireplace dampers. This is a big one! If you have fireplaces in your apartments or clubhouse buildings, make sure the damper is closed when the fireplace is not in use so all of your furnace heat can't escape up the chimney!
- Make sure your appliances and heating and cooling systems are properly maintained. Check your owner's manuals for the recommended maintenance and follow the schedule to keep systems running efficiently and avoid costly repairs.
- Study your lighting needs and look for ways to use controls--like sensors, dimmers, or timers--to reduce lighting use. Do you REALLY need all of those lights on in the clubhouse (public restrooms) when no one is in there?

Here's to an energy efficient 2013!



### Social Sarah

Hello! I hope all of my friends had a great holiday season. I don't know about you all but it sure is hard getting back into a routine! If you're like me then you're not looking forward to the next couple of months. After the holidays are over, winter is just plain blah!

This is a great time to start something new. Aside from the usual things people do to ring in the New Year like working out and starting a better diet, why not get organized? Don't wait until the weather gets warmer to begin your spring cleaning. Do it now! Use items you find around your home to store things. Be crea-

tive! For example, mason jars make great containers for items such as cotton balls and loose change. Buy some sturdy plastic tubs to store items. While it seems silly to spend the money when you have boxes, tubs will last forever and are easily stacked.

So seize the moment! Go clean and organize!

Ta-ta for now!

*Social Sarah*

## St. Bartholomew Senior Apartments Opens in Louisville

### Kentucky's First LEED Certified 202 Community

HUD recently joined St. Bartholomew Senior Apartments (St. Bart's) at their grand opening ceremony adding 24 affordable apartments for very low-income elderly to Louisville's senior housing market. These apartments were created through a partnership of Catholic Charities of Louisville and The Housing Partnership, Inc. (HPI). The \$3.7 million dollar project utilized a unique financial package that included funds from HUD and FAHE, Inc. to transform St. Bart's into viable living space.



The adaptive reuse of this old school includes not only 24 unique living spaces, but common areas such as landscaped seating areas and a meeting room with kitchen facilities. The apartments were designed to maintain as many of the original architectural features as possible. St. Bart's is Kentucky's first Silver LEED Certified building. Here are just a few of the green features:



- On-demand looped solar pre-heat water system.
- Toto eco drake low-flow toilets.
- All energy star rated appliances and lighting.
- Energy star rated HVAC systems with heat pumps.
- Four raised garden beds.
- Rain garden designed to retain and treat 25,132 gallons of storm water runoff.
- Waste diversion - This project generated 1,241.77 tons of waste, but 1,166.79 tons were diverted from the landfill by recycling.

HPI is a private, non-profit corporation that develops and preserves modestly priced housing opportunities, facilitates development of such housing by others, and educates and assists those seeking quality housing that is affordable to them. This is the fifth time they have partnered with Catholic Charities of Louisville to create affordable housing for seniors. The architect for the project was Roger Hughes of Hughes Architecture and the construction was facilitated by Bosse Mattingly Constructors, Inc.

A big THANKS to all our partners for another amazing project!



## Service Coordinator Notes

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Please carefully read the Federal Register Notice for guidance on when and how to submit comments on the proposed forms. Please consult HUD's website ([http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/housing/mfh/scp/scphome](http://portal.hud.gov/hudportal/HUD?src=/program_offices/housing/mfh/scp/scphome)) for a link to the Notice and to download the proposed forms. Interested persons are invited to submit comments through January 14, 2013, and should send comments to: Colette Pollard, Departmental Reports Management Officer, QDAM, Department of Housing and Urban Development, 451 7th Street SW., Washington, DC 20410; email [Colette.Pollard@HUD.gov](mailto:Colette.Pollard@HUD.gov).

For more information on the SCMF program, please visit [www.hud.gov](http://www.hud.gov) or contact Donna Dudgeon, Project Manager, at [Donna.Dudgeon@hud.gov](mailto:Donna.Dudgeon@hud.gov) or 502-618-8117.

### ATTENTION! ATTENTION!

The Kentucky Association of Service Coordinators (KASC) will hold its quarterly meeting on Thursday, February 14, 2013 at New Directions Housing Corporation in Louisville, KY. All Service Coordinators and those interested in service coordination are welcome to attend. For more information on the meeting, please contact John Barrow at 502-772-1400.

## Ending Veterans Homelessness through the HUD-VASH Program

HUD's Office of Public and Indian Housing (PIH) partnered with the Department of Veterans Affairs (VA) to establish what's known as the HUD-Veterans Affairs Supportive Housing (**HUD-VASH**) program. The **HUD-VASH** program combines Housing Choice Voucher (HCV) rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans Affairs (VA).

The program is aimed at promoting maximum veteran recovery and independence to sustain permanent housing for the veteran and their family. In order for homeless veterans to qualify for this program, they must be VA Health Care eligible and are required to participate in case management services.

The Louisville Field Office has done an exceptional job during their "*DASH FOR VASH*" events to promote the **HUD-VASH** program in communities where vouchers have been made available. During these events, HUD staff provided program information and distributed promotional material.

The Louisville Multifamily Division is joining the effort by providing a list of properties with non-project based units to distribute during future "*DASH FOR VASH*" events. For additional information on the **HUD-VASH** program and the Louisville Field Office "*DASH FOR VASH*" events, please visit <http://portal.hud.gov/hudportal/HUD?src=/states/kentucky/stories/2011-12-09a>.

## 2013 OCAFs are Here!

On October 16, 2012, HUD published its “Notice of Certain Operating Cost Adjustment Factors for 2013” in the *Federal Register*. The notice establishes operating cost adjustment factors (OCAFs) for project based assistance contracts for eligible multifamily housing projects having an anniversary date on or after February 11, 2013.

OCAFs are annual factors used to adjust or establish Section 8 rents renewed under section 524 of the Multifamily Assisted Housing Reform and Affordability Act of 1997 (MAHRA) for projects assisted with Section 8 Housing Assistance Payments. The U.S. average OCAF for 2013 is 2.1 percent. It is higher than the U.S. average OCAF for 2012, which was 1.8 percent. **The OCAF for KENTUCKY is 2.6 percent and is effective on February 11, 2013.**

The OCAFs provided in the notice are calculated using the same method as those published in HUD’s 2012 OCAF notice published on October 26, 2011 (76 FR 66319). Specifically, OCAFs are calculated as the sum of weighted average cost changes for wages, employee benefits, property taxes, insurance, supplies and equipment, fuel oil, electricity, natural gas, and water/sewer/trash using publicly available indices.

The weights used in the OCAF calculations for each of the nine cost component groupings are set using current percentages attributable to each of the nine expense categories. These weights were calculated in the same manner in the 2011 notice. Average expense proportions were calculated using three years of audited Annual Financial Statements from projects covered by OCAFs. The nine cost component weights were calculated at the state level, which is the lowest level of geographical aggregation with enough projects to permit statistical analysis.

The 2013 OCAFs and more information about how they were calculated may be found at <http://www.gpo.gov/fdsys/pkg/FR-2012-10-16/pdf/2012-25289.pdf>.

## 2013 Income Limits Released

The 2013 income limits for HUD multifamily programs were released and became effective on December 4, 2012. HUD multifamily property managers must use the new income limits for all new move-ins. Income limits do not apply to existing residents (annual and interim certifications) since income eligibility is determined at move-in. See HUD Handbook 4350.3 Revision 1, Change 3, Paragraph 3-4.

Please click on the link below for FY 2013 Income Limits for Kentucky.

[http://www.huduser.org/portal/datasets/il/il2013/2013summary.odn?inputname=STTLT\\*2199999999%2BKentucky&selection\\_type=county&stname=Kentucky&statefp=21.0&year=2013](http://www.huduser.org/portal/datasets/il/il2013/2013summary.odn?inputname=STTLT*2199999999%2BKentucky&selection_type=county&stname=Kentucky&statefp=21.0&year=2013)

## What you may not know about APPS (Active Partners Performance System) and e2530 and Paper 2530 processing, but should...

Due to a Linux upgrade to the Active Partners Performance System (APPS), any previous links you had bookmarked for APPS or Business Partner Registration will not work. Industry users should use the following log-in links:

- Active Partners Performance System  
[http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/housing/mfh/apps/appsmfhm](http://portal.hud.gov/hudportal/HUD?src=/program_offices/housing/mfh/apps/appsmfhm)
- Business Partner Registration  
[https://hudapps2.hud.gov/apps/part\\_reg/apps040.cfm](https://hudapps2.hud.gov/apps/part_reg/apps040.cfm)

Are you looking for HUD-2530 Previous Participation Training, or a Consultant who can help you navigate the Active Partners Performance System or prepare a paper 2530? Just go to Google and type in HUD 2530 training or HUD 2530 Consultants.

### Did you know...

A “What’s New” link has been added to the navigation menu on the APPS Homepage? Messages, such as, changes to APPS due to releases, APPS User Guide and Quick Tips updates, etc. will be posted to this window. Be sure to check it out!

That the November 20<sup>th</sup> post to “What’s New” outlining the steps to allow revocable Trusts that carry the same SSN as their Trustee, to report in APPS without a separate Tax ID number is no longer valid? On November 29th a new post was added stating **Instructions for using the same SSN for trust and trustee are no longer valid due to system glitches identified**. Keep checking the “What’s New” link in APPS for updates.

That the revised HUD Form 2530 is still under OMB clearance process and applicants can continue to use the current Form with an expiration date of 11/30/2012 until the new form is uploaded after OMB clearance? Keep checking the “What’s New” link in APPS for updates.

If the President or CEO of a corporation, or the Managing Member of an LLC (if Managing Member is a person) sign on behalf of the entity, no other signature authority document is required? This applies to both e2530 and paper 2530 processing.

That while requesting access key codes for e2530 filing, you need to make sure the address you are confirming is the correct address? If not, be sure to correct the address before requesting access codes, as they are mailed to the address in APPS.

If you are a COORDINATOR for a participant (entities/people), you can change all information except the TIN, Legal Structure and Ownership Type by accessing Edit Participant Detail from the Participant Processing drop down menu on the APPS home page?

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## What you may not know about APPS (Active Partners Performance System) and e2530 and Paper 2530 processing, but should...

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### Did you know...

That the signature authority document **MUST** be included with the e2530 submission package when mailing or uploading the package?

If an e2530 or paper 2530 submission has not been approved 6 months after its submission it will be returned to the applicant? Certifications on APPS e2530s cannot be “refreshed” or “recertified”. If you are told that your certification has expired, you must re-submit the e2530, which includes obtaining signatures on a new submission package. Paper 2530s will have to be resubmitted with new signatures and new signatures dates.

If there is a new principal in the Ownership or Management Agent for your property you need to submit a 2530 on them? HUD will verify at Contract Renewal that current and accurate HUD 2530s are on file. Not having them could hold up your rent increase. Any time principals of the owner or management agent change (and that means new board members on the non-profit boards too) an updated 2530 filing on the new principal is required.

## Revised Requirements for PCNAs

HUD Notice H2012-27 *Revised Requirements for Project Capital Needs Assessments, Estimated Reserves for Replacements and Remedies for Accessibility Deficiencies*, has been released and is available on the HUD website. This notice is effective for ALL Firm Commitment applications and other PCNAs submitted **120 days after December 1<sup>st</sup>, 2012.**

The notice can be found at: [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/administration/hudclips/notices/hsg](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/notices/hsg) or you can Google: HUD NOTICE H 2012-27.

The Housing Notice applies to all applications for mortgage insurance under the FHA Multifamily Housing Programs as well as to all 10 year PCNA updates and to all PCNAs required by the Office of Multifamily Housing.

The Louisville office will address the changes of this notice in the March newsletter. Until then, please feel free to review the document.

## Want to receive our newsletter?

Sign up for Listserv at <http://portal.hud.gov/portal/page/portal/HUD/subscribe/localmailinglist#ky> .

Or e-mail your contact information to [Susan.L.Siewert@hud.gov](mailto:Susan.L.Siewert@hud.gov).



## **Insurance Termination Request for Multifamily Mortgage**

New form HUD 9807, Insurance Termination Request for Multifamily Mortgage effective October, 2012. Please refer to page two for directions to ensure timely processing of your prepayment request.

HUD strongly encourages all projects coming in for FHA refinancing to obtain prepayment approval prior to the submission of the loan package.

Go to <http://portal.hud.gov/huddoc/9807.pdf> for more information.

**Save the Date!!!**

**MAY 14 - 16, 2013**

Planning for the 2012 Housing Management Conference is underway!

Mark your calendars now! Hope to see you there!! Stay tuned for more details!!

**Check out all the New  
Housing Notices at:**

[http://portal.hud.gov/hudportal/HUD?src=/  
program\\_offices/administration/hudclips/  
notices/hsg.](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/notices/hsg)

## **Need help locating rental housing?**

Check out these resources:

KHC Rental Housing  
Directory

<http://www.kyhousing.org/page.aspx?id=592>

HUD Subsidized Apt. Search

<http://www.hud.gov/apps/section8/index.cfm>

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