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. 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.
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. 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.epis.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

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

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

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

<table>
<thead>
<tr>
<th>State</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
<tr>
<td>Idaho</td>
<td>30</td>
</tr>
<tr>
<td>Oregon</td>
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<tr>
<td>Washington</td>
<td>46</td>
</tr>
<tr>
<td>Hub Total</td>
<td>131</td>
</tr>
</tbody>
</table>
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

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.

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

Federal Register


01/07/2005 Redegulation 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.


01/25/2005 Section 5(h) Homeownership Program for Public Housing: Submission of Plan and Reporting. FR-4978-N-01.


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.


PIH Notices


2005-7 Rental Integrity Monitoring (RIM) Disallowed Costs and Sanctions Under the Rental Housing Integrity Improvement Project (RHIIP) Initiative.

2005-9 Public Housing Agency (PHA) Flexibility to Manage the Housing Choice Voucher Program in 2005


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


Important Upcoming Quarter III Dates

**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.
- 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.
- 5/31/2005 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**
- 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
- 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](http://www.hud.gov/offices/adm/grants/fundsavail.cfm)