



Final Transcript

HUD: FY22 Grant Award Training - External

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SPEAKERS

Virginia Holman
Melissa Noe
Abby Ford
Connie Barton
Shay Williams
Joel Schumacher

PRESENTATION

Moderator Ladies and gentlemen, thank you for standing by. Welcome to the FY22 Grant Award Training. At this time all participant lines are in a listen-only mode. Later, there will be an opportunity for your questions; instructions will be given at that time. [Operator instructions]. As a reminder, today's conference is being recorded.

I'd now like to turn the conference over to Virginia Holman. Please go ahead.

Virginia

Thank you very much. And welcome, everybody, to today's really important training on the grant awards for the FY22 comprehensive grant that you all just received.

But before we get started with the meat of the webinar, I do want to go over a few logistic slides. Next slide. As the operator said, the audio is being recorded. We will be posting the playback number, the PowerPoint and a written transcript on HUD Exchange in about a week. The training digest on HUD Exchange [audio drops] the webinar. I did send out the PowerPoint this morning to everyone that had registered. It's also available in the control panel on the right-hand side of your screen. Where it says Handouts, just click on that and you'll be able to download the PowerPoint.

And because of the size of the group, we will not be taking oral questions today. But we do want you to submit your text questions and comments. If you would do that in the Questions panel, again, on the right-hand side of your screen, and folks will answer them toward the end of the webinar. Later on you can also send any questions and comments to housing.counseling@hud.gov, and just put the webinar topic in the subject line.

Also, if you signed up and logged in to the webinar, you will receive a certificate of training from GoToWebinar, usually within about 48 hours. You need to print it out and save it for your records.

And now let me turn this over to Melissa Noe, who will start the webinar. Thank you.

Melissa

Hi, everyone. Thank you, Ginger. Welcome to the fiscal year 2022 grant package training for those round one grantees that received their first round of awards back on—the announcement came out on Wednesday, August 24. Next slide, please.

On the 24th of August we awarded \$38.6 million for round one of the fiscal year '22 awards for all fiscal year 2021 grantees that elected to receive '22 funds. The last part of your funding will be awarded simultaneously when we award the fiscal year 2022 supplemental NOFO.

A little confusing, but just know that because you received fiscal year 2021 funds and you elected to receive the 2022 funds and you received your first round of funds, that you do not need to apply for the supplemental NOFO, nor will you be eligible to apply because you already

are receiving these funds. The 12 month period of performance is going to be October 1, 2022 through September 30, 2023.

The budget line items that you will use for this grant when you're submitting your eLOCCS voucher Form 50080 are the counseling service services budget line item, which is 9500. And then if your agency is receiving the MSI HBCU Initiative award like you did in fiscal year '21, you will also use the budget line item 9525. Speaking of that MSI HBCU Initiative, if your agency received that funding, if you applied for that in fiscal year 2021 with a NOFO application and received the funding, you will receive additional MSI funding for fiscal year 2022. And that will come in your round two award.

Today we are going to first highlight the grant execution process, what is going to be needed from all grantees to submit to their POCs at HUD in order to execute the fiscal year 2022 grant. And then we will highlight important sections of the grant agreement that we want to make sure everyone is aware of, that most hasn't changed, but if anything's changed from 2021 we'll make sure to highlight that. But we'll go through Articles III, IV, V, IX, X, XVI—and I forget what that one is. Sorry. I never learned these in full.

Okay, so we're going to start with Abby Ford with the grant execution process.

Abby

Hi, everybody. I'm Abby Ford, I am with the Office of Policy and Grant Administration within the Office of Housing Counseling. And like Melissa said, I'm going to take you through the grant execution process. Next slide, please.

Everyone received with their package a checklist, which is an extremely helpful tool as you go through to make sure that you've completed all the steps and submitted all the documentation required to access your FY22 money. There's a little picture of the checklist here so that you know what to look for. Keep in mind that you cannot access your grant funds until all of these steps have been completed and all of the documents have been returned and approved. The initial due date given for the package was September 23, but if you do need more time you can ask your point of contact for an extension. Just reach out to them. Thanks.

The first item on the checklist is the Form HUD 1044, along with the grant agreement signature page. The HUD 1044 is a very official looking government form, and it shows you your grant amount, it shows you your

grant number, it also shows you the point of contact that you've been assigned at HUD. So for that 1044, your agency needs to complete Block 19. For the grant agreement, on the last page, that is where your chief executive officer, or whoever the designated agency official is, is going to sign that grant agreement. So for these two documents, what you're going to do is you're going to sign them, date them, scan them and return them electronically. So the hard copy originals, they're going to stay with your agency, you can keep them with the executed grant package for your records. Next slide.

The next item on the checklist is the indirect cost rate documentation. So everyone is going to fall into one of these three buckets. If your organization has a negotiated indirect cost rate agreement that is current, otherwise known as a NICRA, and you'd like to take advantage of that you can submit that agreement to your POC. If you don't have that and you elect to charge a de minimis rate of 10%, that's also an option. And you can just submit a statement with your package that says as much. Option three would be if you don't have any intention of seeking reimbursement for any indirect cost, if your budget is full of so many direct costs that you don't even have room for that, that's not something you want to take

advantage of, that's fine. You would just submit a statement that says as much. Next slide, please.

For financial management systems, any organization receiving a federal award, the financial management systems have to satisfy the requirements set forth in the regulation, that 2 CFR 200. And so what you'll be providing to us is just documentation by way of certification from your executive director or maybe your CFO, any qualified professional within your organization, and that certification is just stating that your financial management systems satisfy these requirements.

So the regulations spell out the requirements, but just some highlights. Your financial management system has to identify all the federal awards that your agency received and expended. It has to be able to identify the source and application of funds, including a comparison of expenditures with the budget amounts for each unique award. It has to produce an accurate and complete disclosure of financial results of each award. And there has to be effective control and accountability over the funds and also property and other assets. And so you can view the full text of the regulations at the link on this slide if you have any additional questions.

The next item on the list is an audit. So for those of you who expend more than \$750,000 in federal funds, you are required to complete a single or program specific audit, and that is what we will expect to receive from you. For those of you that don't expend that much you can simply provide your most recent independent financial audits. And if your organization has not had a recent financial audit and you don't fall into the bucket of being required to have an audit, HUD will actually provide a financial review at HUD's expense. And so if you need to go that route, please just contact your HUD POC for more information.

The next item on the checklist is code of conduct. Now, the link on this slide links to HUD's website where all the code of conducts live. And so the first thing you'll do is go to this link, see if you can find your agency. If your agency is already listed on this website, then that's great. The only issue there would be if your code of conduct has changed recently, so it's different than it was when it was originally submitted. So you're looking to see if you're on this website. If you're on the website and your code of conduct is the same, then you don't need to do anything here. But if you can't find your agency's name, or if you know that your code of conduct has recently changed, then you'll need to submit a written code of conduct. Next slide, please.

Every agency will need to submit a projected budget, and it's going to account for every dollar being billed for the grant. So this will be your overall projected budget for the grantee. But if you're a parent, you'll also submit a budget for each of your sub-grantees, and these budgets need to itemize all the proposed expenses under the grant and provide any budget narrative for explanations, if that is necessary. So things that might be in your budget would be staff salaries, fringe, other employment benefits, travel expenses, the cost of training, any expenses for marketing or outreach, for parents, the cost of managing the network. And if you are intending to bring on new counselors, pay for the certification exam, factoring in the cost of those exams is your projected budget as well. And if you plan to take advantage of indirect costs, you would need to factor that in too.

So your initial budget has to be approved by your HUD point of contact before you start spending any money. And if things change throughout the period of performance, that's okay, you would just submit a proposed amendment to that budget and you'd send that to your point of contact, and they would approve any changes before you actually started spending in that amended way. Next slide.

There's also the option to utilize a fixed fee methodology. Only a very small handful of our grantees do this, however, if this is something you're interested in, you can reach out to your point of contact. The fixed fee methodology is basically being reimbursed for the activity rather than submitting a full itemized reimbursement, including salaries and all that stuff. So if that's something that you want to pursue, you can talk to your point of contact. And then in general, for detailed requirements regarding the projected budget you can look at Article IV of your grant agreement. Next slide.

All of you will have to go into HCS and complete the HUD 9902 projections. So you will pick the HUD 9902 menu item, you will select your projections for the NOFA period 2022-1, round one, you will notify your HUD point of contact once those projections are ready for review and approval. And if you want step by step instructions on how to do this, it's very clear there's an archived webinar with really helpful slides. There's also a PDF of the second link with really good sort of step by step instructions. And so those two documents are linked there on the slide if you need them. Next slide.

This is just a screenshot for you to know what to expect when you enter your projections in HCS. You notice there are two columns here, one that says fiscal year 2022, one that says fiscal year 2023. Most of the projections should be going into that second column, because that is actually the period of performance for this award. So as Melissa stated in the very beginning, the period of performance is from October 1, 2022 to September 30, 2023, which is Federal fiscal year 2023. So for activities that are going to take place within the award's official period of performance, those things should be going into that second column.

If your agency anticipates requesting reimbursement for activities that took place prior to the official start date, prior to October 1, then it may have some activities to populate in that fiscal year '22 column. But that should be really more of the exception. Most of those activities should be in that second column. Next slide, please.

Another HCS screen that you'll need to populate is entering the budget. And for parents with sub-allocation lists, there are two links here to help you understand how to complete that in the budget allocation screen.

If you go to the next slide, this is a screenshot of what you'll be seeing, you can see sort of where that total budget is entered, putting in the cost of managing a network, any indirect costs, and then below listing any sub-allocations. So each one would need to go into that screen. Next slide, please.

And last but not least, every grantee has to certify that they utilize a client management system and that system has to be approved to interface with HUD systems. And so HUD Exchange has a great list of approved client management systems that you can check out to see if your system properly interfaces with HUD systems, you will submit a certification that that's the case, and then for parents you'll need to also list your subs and the client management systems that they utilize.

So next, I'm going to turn it over to Connie to start to dive into the grant agreement. Thanks.

Connie

Thank you, Abby. Hi, everyone. As Abby mentioned, my name is Connie Barton and I am also with the Office of Policy and Grant Administration. Next slide, please.

So let's talk about Article III, period of performance. As you've heard earlier, the grant period of performance begins October 1, 2022 and it ends on September 30, 2023. If an applicant indicated on their 906 that program costs would be incurred prior to October 1, then reimbursements may be requested for costs incurred no earlier than April 1, 2022. So basically grantees are allowed to request reimbursement for costs between April 1, 2022 and October 1, 2022.

If you need an extension of the performance period, you must request this in writing to your POC no later than September 20, 2023. And only HUD is authorized to grant an extension, so please contact your HUD POC before September 20, 2023 if you need to request an extension. Next slide, please.

So on to Article IV, projected services in budget. The housing counseling services that are listed in your approved housing counseling work plan represents the scope of services under this grant. During grant execution, the 9902 projections you submitted in HCS will be checked against your agency's work plan. And whenever there's a change in staff or management responsible for your housing counseling program, the grantee

must notify the HUD POC in writing within 15 days of the change. Next slide please.

Also, if there are any changes to the projected services in budget proposed in the grant application, you must inform your HUD POC and receive approval before implementing any of these changes. And just a little bit about budgets, the budget must itemize all proposed expense categories, and it can be salaries, fringe benefits, travel and training, marketing and outreach, any cost of managing your network, counselor certification examination fees. And if there are any indirect costs, you need to also indicate that on your budget. Next slide, please.

Okay, fixed fee methodology. As Abby mentioned earlier, if you are going to be using this method you need to seek approval from your HUD POC. Eligible activities, these can include housing counseling and group education, oversight, compliance and quality control, any supervision of your housing counseling staff, housing counselor training and certification and any marketing and outreach activities. Next slide, please.

Okay, Article V is about sub-contracting, and here are some general prohibitions against sub-contracting. This is just generally, so if you need

more details on this topic you should refer to your grant agreement. So, it is not permissible to contract out any housing counseling services except as specified in 24 CFR Part 214.103 (i), and if this exception to the general prohibition applies grantees shall comply with 2 CFR 200. Basically, the general prohibition does not apply to web-based education services, the purchase of supplies, materials, equipment or general support services. Next slide, please.

Eligible grantees or branches. Grantees may make sub-grants to affiliates which are not HUD approved as long as the quality of the services meets or exceeds the standards for HUD approved LHCA's. And if there are any changes to network composition, you must submit a written request to your HUD POC so that the sub-grantee or branch list can be amended, as well as the corresponding HUD grant amount. Next slide, please.

Funding agreements. Grantees must execute a written sub-grant agreement for each sub-grantee before they disburse funds to the sub-grantee. And all the sub-grant agreements must be maintained and made available to HUD when your POC or any other HUD official needs to see it. And grantees are also responsible for managing the daily operations of the program. And the grantee also agrees to accept responsibility for sub-

grantee compliance with the applicable provisions of the grant agreement. And as a grantee, you must also monitor the performance of your sub-grantees and take any appropriate action to resolve problems to make sure that the sub-grantees are in compliance. Next slide, please.

Grantees must also maintain copies of all the sub-grant agreements and a written record of how funds were distributed to sub-grantees. Grantees must also list sub-grantees in branches, corresponding sub-allocations in HCS. If grantees award sub-grants competitively, you must document the process and notify the public if applicable. Next slide, please.

And I will now turn this over to Shay Williams [ph], who will talk about Article X.

Shay

Thank you, Connie. Again, my name is Shay Williams, and I am from the Office of Policy and Grant Administration. And I will be going over with you Article IX of the grant agreement.

So with respect to cost, the grantee shall be reimbursed according to both the FY22 grant agreement and your Form HUD 1044. Now, HUD may require prior approval for any deviation from your projected services in

your budget in accordance with applicable regulations at 2 CFR 200.308.

HUD will only reimburse grantees based on actual expenses. The costs must be allowable, allocable and reasonable in accordance with the FY22 grant agreement, the terms and conditions of the housing counseling NOFO and the grant application, and applicable principles as outlined in 2 CFR Part 200.

With respect to indirect cost rates, you have two choices: you may take the 10% de minimis or you may submit and approve negotiated indirect cost rate, also called a NICRA. If a grantee has a NICRA, the grantee must provide documentation from the cognizant agency showing the approved rates. Applicants without a valid NICRA may choose to take the 10% de minimis indirect cost rate pursuant to 2 CFR 200.414 (f). Subgrantees cannot utilize the parent agency's NICRA. You may take the 10% de minimis option, but a prime grantee cannot be required to take the 10% de minimis when a sub has a NICRA.

Period of performance. Grantees may charge to the grant only allowable costs resulting from obligations incurred for the activities that are taking place during the period of performance, unless HUD has approved an extension. HUD will not reimburse the grantee for the same portion of

services or goods already covered by another funding source. HUD also reserves the right at any point in time to request documentation and other information to verify that HUD is not reimbursing grantees for activities being billed to another source of funding.

The burden of proof. The burden of proof for services rendered rests with the grantee. So all of the grant expenditures and supporting records are subject to review by HUD. Any improper payments may be disallowed and subject to repayment using non-federal funds, or an offset to your current or future grant awards.

Now, I will turn it over to my colleague, Joel Schumacher. And he will go over Articles X, XI and XIV.

Joel

Great, thank you very much, Shay. Next slide. Article X covers reporting, so now that you've got the award you're going to need to send in grant activity reports for us to know what work was done so that we can reimburse you using cost reimbursement. Each grant activity report must include the information that's indicated in the grant agreement. So you'd go to Article X, and there would be a nifty little list.

Those items include the following. You'd want to list the grantee's name, address and grant number, so we know what grant you're referring to, the period of time that's covered. As you know, the activity report covers one or more quarters, so you can't get reimbursement for just 1.5 months or four months, it has to be in quarter increments. So if you do a retroactive draw, you can cover one or more quarters, but quarters are the unit of measurement. You'd list the staff and the hourly rate that you're getting reimbursed for staff time. I want to remind everybody that there was an update once the final rule took effect for counselor certification. So for each counselor who's being billed, you're going to need to list an FHA Connection ID number on your grant activity report.

As my colleague, Abby, mentioned, those grantees which are using a fixed fee methodology, of which there's very few, would indicate that methodology so it could seek out the appropriate reimbursement on a per session or per client basis. You're going to itemize all additional expenses above and beyond the staff hours. So maybe you've paid tuition to obtain some nifty training, or you had travel or lodging expenses that were incurred while traveling around the state or attending a training. You're going to have to list the certification, and note that the certification language changes from year to year as we get new priorities or new things

come up, the lawyers have us modify that. So I know that many of you use the old grant activity report from year to year, just make sure that the certification that's in your grant activity report mirrors that which is in the most current grant agreement. So refer to the certification in the new grant agreement and use that before you sign.

Before you send in your grant activity report, you'll need to, and this is a requirement not just for grantees but for all HUD approved housing counseling agencies, is to submit your 9902 performance numbers so we know the good work that you're out there doing. Those grantees that made a commitment to have reverse mortgage default counselors, there's a separate reporting for that as applicable, because you receive the fixed award bonus for that. So we're going to make sure that you are in fact complying with the commitment that was made on your 9906 charts back in the day you applied for the grant. Next slide.

There's some additional reporting that's going to be required just of parent organizations, regional and national intermediaries, state housing finance agencies, multi-state organizations. That would be oversight activities. This is the HECM default. There was a section in the 9906, in this case it's Chart D, where it indicates that you're going to do 9910 performance

reviews of your funded network. So if you said that you're going to do that, your POC will be on the lookout when they receive your grant activity report to get a copy of the 9910 plus a summation of the findings and any remedies implemented. So that, as applicable, should be submitted.

Sub-allocations for your network, so if you have a funded network you're not just going to give us the top line numbers for your entire network, you're going to have to break it down by each sub-grantee and funded branch, how the money was spent. The headquarters or main branch will usually retain some money for oversight and compliance and quality control and training, also known as cost of managing network. So that will need to be spelled out as well, if you sub-grant on down but retain money at your headquarters or main office. The Federal Financial Report, SF-425, that's nothing new. That's been part of recording for quite some time now. And additionally, if you had a change in the composition or size of your network, those are your sub-grantees and funded branches, note that to your HUD POC as well. Next slide.

After you have submitted all your grant activity reports, your 50080 voucher, drawn down the money, you will need to submit a final report.

The due date, and we don't set this, this is from the Uniform Guidance, is 120 days after the end of the period of performance. That being said, if you draw down your money early, nothing's precluding you from sending the report early. You don't have to wait until 120 days beyond the period of performance. And note that with the November 2020 changes to the Uniform Guidance, we're required to tattletale on you to OMB using their [indiscernible] system if you do not submit your reports in accordance with the Uniform Guidance and the grant agreement, and the timeline for that is one year after the [indiscernible] performance. But that's not going to be the case for any of you because you all know the ideal is 120 days or sooner. Next slide.

In your final report, you're going to note in your narrative any problems or negative conditions that precluded you from meeting the objective of the award, but also tell us the happy news as well, so if there are favorable developments that enabled you to meet the objectives sooner or at less cost. We want to be able to get holistic feedback from our grantees to know what we can improve in the future or what best practices could be spread around the industry. Grantees that have money left over should also indicate in their narrative what hindered you from being able to use the grant funds that were given. Next slide.

Finally, there's going to be a certification signed by your organization stating that all applicable closeout activities have been completed. Note that this certification for closeout is different than the certification I referenced earlier, which is required in each of the grant activity reports. So again, all the language will appear in Article X, but make sure that you have that additional certification on your final report that says we're done, the grant's closed, we're filing away all our documentation for the day that it's needed. Next slide.

Finally, and this is new, so I want to draw attention to everyone. You've been sending in your negotiated indirect cost rate agreements during grant execution. And that's great, your HUD POC is able to see what the provisional rates are to be used for collecting your indirect costs as you do your drawdowns. But provisional rates mature and metamorphose, much as a caterpillar becomes a beautiful butterfly, into final indirect cost rates. You all know the process by which that is done. At the end of your organization's fiscal year, which doesn't always align with the grant period of performance or even a federal fiscal year, you have two quarters to submit your documentation to the cognizant agency. And then they take your provisional rates and make them final rates. And normally there's not a change there, so nothing needs to be done. But your HUD POC is now

going to ask those final rates during grant closeout. So if you get this request for FY22, don't be surprised. It's not that somebody's going rogue, but rather, we're now going to be in the business of collecting final rates with the NICRA. Because this obligation exists even past close out, if there's a delay someone from HUD will follow up to collect those final rates. So make sure that you are doing your obligation to finalize the provisional rates when appropriate. Next slide.

We want to remind folks that in your 9906 charts, also known as the grant application, certain commitments were made. I referenced some of them before, like the HECM default counselors, oversight of your funded network, etc. During the final report, your HUD POC is going to check to make sure that those commitments were made. And there's a provision in the grant agreement where HUD is allowed to adjust award amounts, offset future grant awards, etc., if you're unable to meet the commitments that were made in the grant application. Because your funding was based upon the information that was supplied to us, and that includes but isn't limited to network size, oversight, number of counselors, etc. So that's one of the roles of the final report, is to make sure that you met the commitments, and if you didn't to give you an opportunity to offer an explanation. Next slide.

Additionally, there's reporting requirements for pass-through entities. So if you make sub-grants and each sub-grantee that receives 30K or more, you're going to need to report it in FSRS, the Federal Support Reporting System. Note that entities that have a gross income less than \$300,000 are exempt from this sub-award reporting requirement. But most of the pass-throughs that receive money from us are receiving more than \$300,000, so almost every CHC grantee is going to have to report their sub-awards if you make them in excess of 30K. Next slide.

Article XI spells out the nature of the payment requests. This is where you can find information on the payment procedures as well as the documentation of expenses that you need to hold on to. Next slide.

General payment procedures. Obviously, we aren't going to process any payment requests until we receive an acceptable grant activity report. This is the two step Tango we've been doing for years now. So when you wish to receive reimbursement, you'll send your HUD POC a grant activity report. Once it's approved, you'll get an email message back from the POC, saying, "This is great, you can send in your voucher," and then you submit the voucher, the HUD 50080. Make sure the appropriate budget line items are used, general counseling services 9500, sometimes you have

special funding initiatives, in this case it's the MSI HBCU Initiative, using a separate budget line item. Additional information on LOCCS can be found at that website or you can ask your HUD POC. Most of you already have access through the secure systems and eLOCCS to be able to submit the voucher. But with staff turnover, we know that sometimes we need to get new staffers in the system. Note that that takes a little while, so you definitely want to get on it ASAP if you're going to have a new staffer needs to have access to LOCCS. Next slide.

Documentation. We don't ask for tons of documentation during the actual grant reporting. We do check on it though when we come around for a site visit or a desk review during the performance review. So do hold on to your documentation of direct costs. And the documentation varies depending upon the type of cost. It could be invoices, receipts, canceled checks, etc. Note that, as I said before, you're going to submit this upon request. Usually that's a performance review. So normally this won't be collected during the grant activity report, although the POC has the authority to. If there's something that seems weird or they just want further explanation, you may be asked for additional documentation during grant reporting, so hold on to your receipts—literally. Next slide.

Article XIV, discuss defaults and remedies. I want to draw attention to certain things that are relevant here. One is, delayed use of grant funds can result in a default and recapture. So it's been a big emphasis for us the past couple of years that grant funds be executed and spent in a timely manner, that we don't have grant balances sitting around. It's currently 2022 right now, soon going to be 2023, we don't like to see grant balances for the FY21 grant. And towards that end, Article XIV says that if you are unable to execute your grant before the end of the period of performance, or to draw down all your funds within 120 days following the end of the period of performance, that can lead to an automatic default and recapture. So you want to bring that to people's attention, that you can't just sit on these funds indefinitely. If you are encountering difficulty, communicate that with your POC in a timely manner. Next slide.

That concludes my section. I'm going to pass the mic back to Melissa, who will close us out.

Melissa

Thank you so much, Joel. Can we go to the next slide? Okay. So there was a few themes that we received when it came to questions that you guys are asking in the questions panel. So I just want to reiterate a few things there before the presentation is done.

The first is just a question about submitting grant activity reports and how often do they need to be submitted. In the past, we used to have grant activity reports due quarterly. However we've gotten rid of that requirement. And so going forward, and actually, I believe it started in fiscal year '19, or fiscal year '20, grant activity reports are due for you when you're able to complete them. But we just ask that you at least give us at least one quarter's worth of grant activity to report, so nothing short of a quarter. So you can do it however it works for your agency, if you want to submit quarter by quarter after a quarter complete, you could do that. If you want to wait a few quarters and then send us one or more quarters, that's okay, too. We just want to make sure that we have at least one quarter's worth and that it's clear then in the grant activity report that the timing and the dates that you are submitting to us when we're reviewing the information.

Another question that we received a few times was about revising a budget once your agency receives your second round of funding. So just a note, the second round of funding that your agency is going to receive is going to be smaller than what you receive in the first round. So you can expect a smaller amount, and that hopefully will help you when you're trying to think through what you're going to utilize once you receive that award,

what types of activities that you're going to put that money towards for this grant.

If you do receive your second round of awards, you will receive a package that's very similar to what you received for this first round. You won't receive a new grant agreement because what you have is what it is for fiscal year '22's grant. But you will receive another award letter outlining information about the second round. And then you also will receive a checklist that will be shorter but it will ask you to provide us with some updated information based on the new award that you received or the second round of it that you received. So when it comes to being able to go back and revisit your budget once you receive that money, that will be requested from you guys to send to your POC here at HUD, an updated budget fulfilling for us so we can see what types of activities you are using for the entire award amount that you were provided for fiscal year '22.

I wanted to see if anyone from my team has anything else you think that we should discuss verbally here before we sign off for the day. Okay, if we did not answer your question here, then expect that we will follow up with you via email once we get the list of questions that came in for the presentation. So you will get a follow up, and it will come from the

housing.counseling@hud.gov email address. So just a heads up there that you will get something.

And then on the slide here is just some additional resources that we have for you. When it comes to helping you with the grant execution process, we always have our archived webinars on reporting that you could use to help you at that link there. This presentation will also be archived, so you can refer to the slides if you didn't pull them from the handout section on the panel from GoToWebinar. And then we have an updated 9902 toolkit based on the new 9902 form, there's a link for that there, it could be helpful when you are thinking about projections and the services you will provide with this grant money.

If you need to provide anyone credit that you attended this webinar, you can do that. The Webinar materials will be posted on the archive. And then to obtain credit, you will select the webinar that you need the credit for and click on the button. You can see a picture there that says Get Credit for this Training.

And just to reiterate, I see a question that's asking, do you have an estimated timeline for when round two funding will be awarded? No, we

don't have a timeline for it. But just know that it will be awarded when we award the fiscal year '22 supplemental NOFO. That information about the supplemental NOFO, which will be for new grantees, that will be coming out on the HUD Exchange and it will be coming through the listserv that we have for housing counseling. So just keep your eye on that. You'll see the deadline for the application for that, so you'll be able to kind of estimate after that, but when we would be awarding, it would be after the deadline for the application. So I hope that's helpful. We can't really provide any more information right now other than that.

All right. So before you go, if you want to give us feedback, you can provide that in the question box for the webinar. Was it useful for you? Will you share the information from your co-workers? If you have any other comments or questions, please provide them now. And then we will make sure to follow up with you if we weren't able to answer them, any questions for you in the next few days.

So thank you all very much for attending. Again, here's some information about the Office of Housing Counseling. You can find us at the HudExchange.info/counseling. There's a lot of really great information there about the Office of Housing Counseling and our housing counseling

program. We work really hard to make sure that's up to date and as informative as possible. If you need information about the counselor training and testing, you can look at the website specifically for that, that's hudhousingcounselor.com. And then again, if you have any questions, you can definitely reach out to your HUD point of contact, or you can email us at housing.counseling@hud.gov and we will make sure that it gets to the right person to answer your question.

Thank you all for attending. And we hope you have a great rest of your day.

Moderator

Ladies and gentlemen, that does conclude your conference for today. Thank you for your participation. You may now disconnect. Speakers, one moment, please.