HUD NSP Closeout Guidance for DRGR
Transcript
6/18/2013

Vincent Grady: -- question that way. If you're dial in on the phone line, you should have received an audio PIN, and then you can hit the pound, your audio PIN, and then pound again. And then, once you do that, you can raise your hand and we'll be able to unmute your line. So two different ways to ask questions and we will do questions towards the end of the presentation.

So Janine, I'm going to give you control now. All right.

Janine Cuneo: Great. Thanks, Vinnie. So today we're going to talk a little bit about DRGR as it relates to any of the cleanup stuff that you guys are currently going to be working on for NSP 1, NSP 2, as well as any closeout information that you guys also might want to be entering.

In saying that, I just want to go over just in general closeout guidance review. We also have on the phone Ryan Flanery, Jennifer Hylton, and Jessie Handforth Kome. So they might be jumping in and out of this to provide any further guidance, any more updates, etc.

As Vinnie mentioned, we will be providing a Q&A time at the end of the call. So please be sure to ask any questions that you have either on cleanup and closeout or on any other DRGR questions that you might have.

Just to review, for the closeout guidance, that you need to draw and spend all of your line of credit. Expend the amount equal to or greater than your original grant amount. You need to complete and meet a national objective for any projects with every penny of line of credit funds. You need to show that the amount is equal to 25 percent of the original grant, made up of any combination of PI, or program income, and line of credit funds were spent to meet this set of site requirements.

One note as well, as many of you are going to need to comply with the period of affordability at closeout of your grant. You will need to list the start and end date for all their NSP properties. And this is true for many other programs within HUD as well. Currently in the system in DRGR right now, there's no way for a grantee to enter the start date of the affordability period. However, the feature will be added and I want to, at the end of the show, show you guys some mockup screens that HUD is currently in process of developing to get some of your feedback on.

So you guys will get a little bit of a preview of what those screens will look like prior to them going online via this webinar at the end.

Generally, and please note that I'm saying generally, the affordability period begins when the unit is occupied with an eligible tenant, and then multifamily rental affordability period generally begins when the property reaches stabilized occupancy.

As always, review notifications, regulations for further guidance.

So NSP closeout guidance for DRGR is within 90 calendar days of the date to determine that the criteria for closeout has been met. You will, as a grantee, be submitting to HUD your final QPR in the system. HUD will then cancel any unused portion of the awarded grant as shown in DRGR in the signed grant closeout agreement.

Minimum annual reporting reoccurrence will continue. Initially, these will be in DRGR, but many of you heard that later at times they will be -- that the information will be join your CDBG reporting requirements within IDIS.

For all the closeout, all the nitty-gritty of all the closeout information that you might want to know, here's the URL for you to go ahead and look at the published notification from HUD about NSP closeouts.

There's also a few webinars that you can also access via the OneCPD.info and that were specifically on closeouts. Today, the goal here is to talk a little bit about program income, voucher revisions, expenditures in the QPR, and performance measures in the QPR.

So let's just talk about PI. Many of you have already figured out the program income system. I just want to review it very quickly on a high level, and then talk a couple of details for you just to ensure we're all on the same page with regards to program income. It's essential for those of you that are generating program income that you understand how the system works and you're accurately using it. Without doing so, it may not show HUD as well as your citizens how and what kind of funds you are able to generate off this money and how you're now using the program income.

So the program income in the system had an update maybe about nine months ago now where it basically became a really robust system for you and for program income. On the budget level, it allows you at the activity to budget and obligate funds for your program income to be a lot more interactive, meaning that you don't have to go in and out of the system so much. You're able to actually estimate what your program income is going to be bringing in for budgeting purposes so that you can spend down as you estimate your program income budgets.

It also complies with requirements for the spending program income first. As many of you guys know, first in, first out, as the program income requirements for your cash management. And so, the system now allows you to comply with requirements for this first in, first out requirement.

By doing so, it allows you to create a means to identify organizations that a grantee allows to retain program income and not return this grantee for their own uses. These are called program income accounts.

Many of you might have a subgrantee, especially states out there might be providing funding to a city or a county, and that city or county, via your contract, has allowed them to keep their program income and recycle the program income at that city or county level and not return it to a grantee.

This does not mean that you do not, as a grantee, still need to record that program income. And so, by doing this program income account setup, you're able to record that income and show and demonstrate how a grantee is keeping their money and retaining it.

It also identifies each program income transaction, rather than recording amounts at a quarterly basis as in the past.

And lastly, it creates a means to identify any revolving loan funds. I know a couple of you have started and set up and RLF, or revolving loan fund, and it allows you in the system to create at the project level a revolving loan fund.

So you're going to be estimating your budgets for program income at every level that's in DRGR. That's the grant level, the project level, and then the activity level. However, it's done a little bit different from the grant level versus the project or activity level. So let me just walk you through that to verify we all understand how to do that well.

At the grant level, you are given a grant amount, which is your line of credit amount. And then, you need to go in and estimate your program income and revolving loan funds in, again, the grant level, which is going to be in your action plan. And by doing so, it will give you a new total budget.

As you see here, we have a $10 million grant award, then we have an estimated program income revolving loan funds for $2 million, which now gives you a total budget of $12 million.

Please note that at this level, at this grant level, is the only level in which you will see the breakout between your line of credit and your estimated program income revolving loan funds when you're budgeting.

Now, for budgets for projects and activities, this is done the same way. So for total budgets and activity budgets, you must include both your program funds and your estimated program income. I recommend you reevaluate this regularly. Some people are actually doing this quarterly to ensure there's enough funds to accommodate both your project and activity budgets.

It really depends on how much program income you're generating at a given time. Some people are generating quite a bit every quarter and so it's a really good idea to reevaluate what your plans are for your program income.

Some of your grantees actually have a real clear plan for the next year; i.e., you believe you'll get $1 million in of program income and you have a real sense of where that program income's going to go for on the budgeting. I'm not talking about cash management but on budgeting, meaning you want that extra $1 million to be budgeted for some more eligible use B.

So important here to think through what that's going to look like ahead of time and estimate. Here's some fun math rules for you. For project or activity budgets, is program funds plus estimated program or revolving funds. And your total budget, which is your grant funds plus your estimated PIRL or revolving loan funds, has to be greater than or equal to the sum of your total project budgets, which is greater than or equal to the sum of your total activity budgets per project.

Let me just walk you through that. Let's go back to that grant where that it was a $10 million grant fund and they had $2 million of estimated PIRL funds. So they had a $12 million total budget at the grant level. Your sum of your total project budgets cannot be greater than $12 million. So they have to be $12 million or less.

And let's say at this point in time you have fully budgeted that full $12 million at your project level. You have two projects, eligible use B and eligible use E, and the sum of those two projects is $12 million. Then, your sum of your total activity budgets per project cannot be greater than $12 million as well. So you got to think through this. Grant funds, then project budgets, then activity budgets.

Talk a little bit about program income categories, and this refers to really the program income accounts and the revolving loan fund.

Some of you, because you are working with subgrantees that are keeping and retaining the program income and revolving their program income at that local level, meaning they're doing first in, first out; they've been given the budgets in order to do so. And doing that, you set up program income accounts, and those are really separate accounts created by you as a grantee to identify activities under funding agreements, so those contracts that you have in place with a subgrantee, that allow these organizations to retain and use PI on their own activities.

In doing so, these PI accounts allow yourself as a grantee to wall off program income received for these specific activities. So kind of allows you keep those within the activities that that subgrantee is going to be using, and only that subgrantee is going to be using.

For all other activities in DRGR, they automatically default to what's called the general accounts. And that is a pool of all your program income receipted, is not in any individual RLF or PI accounts.

An RLF is at the project level, and its projects to identify activities of similar activity types where loan repayments are used to fund new wells.

Let's talk a little bit about how to receipt program income. So program income received is recorded in the drawdown module as a receipt for individual program income transactions. So you're in the drawdown module and on the left-hand side, you're able to see you can create a receipt, or if you like you can always go back and search any of the receipts you've done and edit them as needed.

Here we've created a receipt, and you'll notice that you have to do grants number, and that's really important as many of you have multiple grant numbers in your system. So always ensure that you are accurately recording your program income against the correct grant number. I personally find that's one of the biggest errors when people can't find their program income. I hear that often, "I can't find the program income I receipted."

I often recommend that we go back and we either pull a microstrategy report, which is a report in the reports module of DRGR that allows you to look at your program income accounts as well as your receipts, and/or you look at from the drawdown module that we are at right now and you can search or edit your receipts. And recommend highly that you always double check that these grant numbers are accurate because there has been an occasion where someone might be accidentally receipting your program income to your NSP 1 versus your NSP 3, or vice versa. So essential to always double-check that.

Second, then you always want to make sure you are receipting against the activity in which it was generated. And then, you can make your own grant receipt number, the receipt date, and then the amount. Always available here to put any comments you'd like to do into the comment section.

To draw program income, again you're in the drawdown module, and it's very similar to how you're creating the voucher for any funds from your line of credit. So it's the same type of creating the voucher system and that four-part system where you're going to choose activity types, figure out the actual drawdown amount you want to do, etc.

However, when doing so, you need to make sure and ensure that you are choosing it from the program income and not from your line of credit.

Big part here though that really stumps some folks out there, so I want to go over it carefully, is that you understand what this available amount is. Often, someone will tell me, "Janine, I have a lot more in my budget for an activity than what is showing me on my available amount. Why is it so much less?"

And the reason why it could be so much less is because the system forces you to draw down program income first if you have program income on hand within that program income account. Again, if you have not set up a program income account for that activity, then it defaults to the general account and you would then have to look and see what program income you have there in the general account.

I'm going to go over this very specifically for the activity here, which is NSP 1B, acquisition rehab. It's the last two lines on this voucher item and it's for the greater Denver housing help. Please note that this is all fictitious. And what we're going to be looking at is their program income, program funds. So you'll notice here that it tells me they only have -- they can only pull down $25,000 and this grantee tells me, Janine, we have a lot more than $25,000 in this account.

Why can I not pull it down? So let's try to figure that out.

So here we have the available program income amount, the draw calculations. On the previous screen, it shows you click on this available amount, this $25,000, and by clicking on that, it's going to get you to the next screen, which helps you understand how this $25,000 was calculated.

So what we're reading here is it telling you what voucher number, this is the voucher that they're creating right now, and it gives you the basic information. Always double check this grant number again. There's so many grants that people are in in DRGR now. It's a real stump if you get the wrong grant number.

You'll notice that this activity has a program income account set up for it. It's called GBHH-PI account. And for this example, this program income account is specifically set up for the greater Denver housing help. What I mean here is that the grantee has a contractual agreement with the subgrantee that that subgrantee, the greater Denver housing help, is going to retain their own program income and revolve it themselves, meaning they are going to follow the first in, first out rule.

However, as I mentioned before, the grantee is still required to report on this information in DRGR and pull down accordingly.

And so, what we have here is, in the red, we're talking about the program income account. It tells you what is happening in this program income account. So to date, there's been $25,000 receipted against this account. There has been $0 drawn. And so therefore there's $25,000 available in that program income account.

As we know first in, first out rule is that no money in the line of credit, meaning their grant funds or their program funds, can be drawn first. It needs to come from the $25,000 first. And that's what stumps a lot of people because they'll say to me, "Janine, I have $3 million available in this account. Why is it not letting me draw it?" You have to see and understand what is actually available first.

Ryan Flanery: Janine, can you flip back real quick to the available amounts and the voucher screen?

Janine Cuneo: Right here, Ryan?

Ryan Flanery: Yeah. So one thing that grantees will see -- users will see sometimes, and it's not showing up on this screen, will be an available amount in program funds, as you're showing as $0. And then, the program -- and for the same activity, an available amount for program income that actually is showing some sort of number.

That's not technically incorrect even though you know you have program funds. What it's showing you is that you still have program income in this account and receive [inaudible] activity that you would have to spend first. And we don't have a function -- basically, DRGR would have to predict the future in order to be able to tell you based on what you enter into the drawdown amounts how much you actually have available in program funds as well.

But just so you know as a system enhancer, we're looking to put a button in this screen that would allow for this to be recalculated and you enter the amounts that you plan on drawing for each line item. Click that button and then those available amounts will recalculate. So then you would see the program income. If you're drawing all of it, that would go down to $0 and the program funds that you have available for that particular activity in that account would populate the amount of program funds that you have left.

So it's just something to think through and it does confuse folks. But don't be freaked out if you do see a $0 for program funds if there is program income available for that activity as well.

Janine Cuneo: When do you think that release will be happening, Ryan? Is that a pretty future release right now?

Ryan Flanery: I'm hoping it's going to come September. Fingers --

Janine Cuneo: I think a lot of people will appreciate that. I know they -- it's sometimes a struggle to recalculate themselves. I think that will be great.

Ryan Flanery: But this is also a good time to let folks or to help folks understand and think about how they maintain their internal financial tracking systems and how DRGR is really a reporting system and not an accounting system and how you should really be able to tell on your systems how much you have available at -- for a particular activity.

So we're trying to make it as helpful as possible in DRGR, but it's still something that you should be able to track on your own so that you don't get confused and you -- when you've got to make that draw and things get held up because you're sending AAQ then in questions to HUD staff and all that.

Janine Cuneo: It's almost like you have a reconciliation button. The button is to reconcile you against your own accounting it sounds like.

Ryan Flanery: Right.

Janine Cuneo: Great. So a lot of people want to know what good reports for financial information. You know, the reports to be honest have changed so much in such a robust way, that has put a lot of reports on the reports module in DRGR since the start of NSP. And many of you that have used it from the start have seen it grow from just a handful to many now.

So I'm hesitant to always make a declarative statement of works great when they're not -- I find that a financial report 05B is a pretty strong one with regards to getting your program income information out of the system in a robust and complete way.

I give you an example right here where it shows you all your project information down in the activity all the way down to your program income.

As always, though, feel free to pull a couple of them and see what they show and give you and you're always -- you're going to manipulate those reports as well.

One key, though, is understanding what the reports are giving you and where that information comes from. And I think that because many times if you see any glitches in the system; i.e., you're like, why is that dollar not $3 million, it should be $3.5 million? Or anything in there. The pull report is great, but also to know where the information it's drawn from out of DRGR. Which module is it? Because without knowing which module, it's hard for you to be able to correct any errors you're seeing.

So let me just review that really quickly for you to remind you guys. So the grant funds budgeted, all the budgeting, the information at the grant level, activity level, project level, all comes from the action plan. And remember, you got to think about that as now not just your project program funds, but it's also your program income funds now, too, and revolving loan funds.

Anything to do with grant funds, obligation, disbursed, or program income disbursed, all comes from the drawdown module.

Your program income account, which shows your program income received information, that also comes from the drawdown module. I just want to make sure people understand that your PI account setup and anything you're doing to receive your program income against the PI account or against the default general account is seen in the program income received section. And that also goes into drawdown module.

Actually, and it's not shown here, but some of the financial reports have the column for expenditures, and those are still coming from your QPR.

As folks are working right now on cleaning up their information and working towards closing out, a lot of them are realizing that there might be a discrepancy between their own accounting systems as well as what's in DRGR.

And on the budgeting obligations side, as we know, there's easier ways to reconcile that information by going into your action plan and making those modifications. I recommend if you're doing so, to include that in any type of a narrative situation and/or making it clear when you return and/or submit your action plan back to your rep, that you clearly state what those changes are. It makes it easier for them to review as well as to understand any type of errors you have in the system.

In order to do voucher corrections, it's a little bit more complicated and I noticed that there is a decent amount of revisions going on in the system right now with regards to voucher corrections. I think a lot of people right now are doing that reconciliation from their accounting system to DRGR. I want to make sure and ensure that all information they have in the system is accurately drawn from the correct account, especially to ensure that 25 percent set-aside. That's a major thing we're seeing these days, is wanting to ensure that grantees are accurately reporting on the funds they drew down, are -- as they are set aside, then we need to make sure that the correct amount in the system shows the correct set aside.

And so I wanted to take a couple of minutes to go through this voucher correction. Many grantees need to revise their original voucher amounts for several reasons. As I explained, some is for the set-aside. So basically, original costs incurred are not for the correct activity. As there's been an error in accounting, costs need to be moved to another activity, or HUD deemed something's cost is ineligible. That's occurred on a couple of occasions for folks when they've had monitoring.

So you have two options in order to do these revisions. The first one is which many people are taking advantage of and they're revising their original voucher in DRGR and offsetting the next draw. Or you can wire funds back to locks.

I'm going to go over the -- to revising your original voucher in DRGR. So voucher corrections, you can do this -- or not can, you need to do this on a line item basis. You can make multiple line item corrections at one time. And your voucher set will determine which functions you use. So you're either revoking an approval, you're canceling a voucher line item, or you're revising a voucher line item.

Let's go a little bit through the voucher correction. So I really strongly recommend when you're doing this voucher correction, especially for something that's a little bit more complex than just a quick voucher correction, you have one line item that you just need to increase or decrease very quickly. Many of you have multiple corrections you need to do right now, especially to ensure that your 25 percent set-aside is accurately depicted in DRGR.

And I recommend if you're doing something that's multiple or complex voucher revisions, especially if they are going to mean your budgets need to change, that you really go to the reports module, pull out a financial report, for example 7B or 5B are pretty good ones for this purpose, and you really map out those changes in Excel. And then my doing so it makes what you do in the system a lot easier.

Here's an example. This is very complex. We're going to walk you through this also step by step. But some of you right now are at the stage you'd like to see this on one snapshot. I recommend for those that are, Vinnie will tell you at the end of this presentation where to get the slides for this and I recommend you take this slide and you really walk through it step by step. You'll notice this looks very familiar. This is an Excel output page that we got from our report module, and talking you through each step of what you can do to increase and decrease the amounts that you need for the example I'm about to walk through.

So for those of you that like it a little bit more on one spreadsheet and complex, go back to this screen when we're done here and you can see it all in one. For those that need a little bit more step by step, I'm going to go through that exact step by step.

So this is an example where the goal is to basically collapse activity 1A into 1B. So for whatever reasons, they set up two activities at one time and they really need to make it one activity. Many of you are having that issue or you're needing to basically revise a multitude of draws from one activity to another activity to show the set aside accurately.

So here, the idea is we need to collapse 1A to 1B. So the end results or end goal is to have $0, $0 budget, $0 obligation, and $0 draws in activity 1A and we want to have $5 million budget, $5 million obligation, and right now for that activity, they've done $3.5 million of draws. So that's really our goal in this. And that's a good idea when you're talking about mapping out your revisions, that you literally map them out and you think where do we start, where do we need to end? And then, I'm going to talk through how do we get there.

So for --

Ryan Flanery: Janine, if you don't mind.

Janine Cuneo: Please.

Ryan Flanery: For the collapsing of activities, so there's been guidance out there that says collapse activities and we only look for the primary activity. In this case, there's an acquisition and a rehab activity. I just want to put it out there that we're not saying that you should go and collapse all of your activities if you end up like this, because that can be a lot of work and it really -- it's on a case by case basis whether or not you really need to at this point, particularly for NSP 1, folks who are just about winding down.

So it's something to talk to your field office about and if you have questions specifically about whether or not you should collapse the activity, feel free to either submit and AAQ on the, once again, Resource Exchange, or you could talk to one of us on the DRGR team here at headquarters as well. We can work with your field office rep to determine whether or not you want to go through that process.

But there are other ways to handle basically dealing with this over reporting of unnecessary activities there in the system. Just wanted to put that out there.

Janine Cuneo: Thank you, Ryan. That's great. And so, for this example, we do use the collapsing activity as the example. But please make sure you use this for other examples that actually would be required. And Ryan, I'm thinking the most requirement -- the biggest requirement here is to accurately report your 25 percent set-aside.

Ryan Flanery: Correct. Yes.

Janine Cuneo: Yeah. So many of you have $2 million in draws on a non-set-aside activity right now that really should be set aside, and you need to move some of that funding over. This is one way of doing that.

Ryan Flanery: Yeah.

Janine Cuneo: Great. So great point. I appreciate that, Ryan. So example here is you're going to -- for step one, you're going to want to move obligations and budgets within project A. You're going to need to borrow some of your money from project B. So let me just go back for a second. So now, we got to go all the way to project level. At times when you're moving money, if you're trying to increase, because you have to look at what your project level dollars are and ensure that to move any money around, you might need to increase and decrease your project level. So I'll give you an example where you can do that if you need to.

So really, your steps are move obligations and budgets with project A, which is step one. Step two is borrow money from project B. Step three is zero out 1A. And step four is replace the money you borrowed. And here's some reminders. You got to remember your math rules here for an activity. Your budget is greater than your obligation, is greater than your draws. Just remember that's life. You got a budget of $10 million, you can never have draws greater than your budget. So always think of it that way. Just think of these math rules, this logic.

And another reminder is your project budget cannot be greater than the sum of activity budgets. So again, your project is the hierarchy. It's a higher level than your activity. So if your project budget is $20 million and you have two activities, the sum of those can never be greater than your project budget.

So let's talk a little bit about step one, which is moving obligation and budgets within project A. So here we're going to decrease 1A obligation, because again you got to decrease your obligations first and then you can just create your budgets or decreasing obligations in 1A or decreasing budgets in 1A. And then, we're increasing budgets as necessary.

And I highly recommend for those that really need to -- again, take this, walk through it yourself too afterwards, or if you are about ready to do any type of movement, and again as Ryan said, if you want anybody to check your mapping process of how you're moving money, don't hesitate to enter it into an AAQ as someone said, kind of check your math and walk through it with you.

Step 2A, we're going to decrease the money in project B. We need to borrow some of your money, some of the money here. So we're going to decrease the obligations of 2A. And again, we're just randomly choosing 2A. We got to remember where you're choosing 2A and we've got to use that to increase later. But let's use 2A for an example here. We're going to decrease that and by doing so, we're decreasing the overall project B. Again, we're just borrowing during this step.

Step B, we're going to increase to project A. You'll notice the reason why is this allows us to now have a budget of $5 million. By doing so, we have a total budget of the sum of the two budgets of activities is $7 million and it allows us to have this greater project budget. And by doing so, we're now able to move this draw over. Without doing so, we would not have had enough budget in order to do that.

So at this point now, we're able to increase our project A budgets and increase our activities also. We're going to zero out 1A, meaning we're going to zero out the -- we're going to move the draws over first and then we're able to zero out obligation and then budget. And we're going to --

by dealing that, we've automatically moved the draws over, and that's the $3.5 million, and we needed to increase the obligations and budgets to allow that.

Now, we're basically now starting to decrease everything else. We decrease obligations, we decrease budgets, and we decrease our project budget to back with what we wanted it to be at. But we can't forget that we borrowed some of our money from project B and we need to replace that and get that back up. And that originally was $13 million for the project and activity 2A was $6 million. So we've given that money back.

So I've used a pretty simplistic example here. There are many different ways that you can move money around. But I wanted to how you here some key things to note. One is, there may be a time where you need to borrow money from another project or an activity when you need to do any of this voucher corrections. If you do so, you have to remember this is why I really recommend you map this out because if you do this, you sometimes forget at the end of it to give that money back. So please remember to think that through.

A second item here is the -- you have to think about this on -- and this is an example of right to left. Your draws always have to be less than your obligation, which is less than your budget. So when you start pulling money down and moving it around, you have to think about it in that math rule. Because you can't just automatically decrease the budget if you have draws there that are greater than that budget.

So an example here is on activity 1B. I couldn't just decrease this budget to $1.5 million. Why? Because my obligations are at $5 million and my draws are at $3.5 million. So you have to think about this as all three steps. It's the budget, obligation, and draws that you need to evaluate what you need to do if you need to make voucher corrections that are going to cause any budget changes.

Please note, many voucher corrections that you do will never create any budget or obligation changes at all at the activity level, let alone at the project budget level. I'm just giving you guys an example of how to back something out if it's a little bit more complex.

Some of you have utilized this to cancel a voucher line item. I find that to happen a lot when folks are at the point of having an open line item and they're realizing that they either did the wrong amount of that line item, that they're actually needing to wait to follow other circular rules, like the three-day rule that you might need to evaluate. So sometimes people cancel a draw. And the big thing about doing that is you could only cancel, that option is only available to you, if both your drawdown requester as well as if you -- the line item is an open approved pending headquarters or approved by headquarters.

So you see here in this action, you don't always see that cancel button. It is only if it's in those statuses.

Here literally in the system is how you do a voucher correction. This is when you choose to do a revision. You will get this screen come up for you. We've given you a partial screenshot here and it's under the revised voucher line items screen. So when you go into a voucher and you hit revise, you'll get to revise voucher line item. Always triple-check this box here called line item to make sure you move the right grant number.

And you notice I said this a couple of times now. Many people have many grants in there now. So double and triple check you're under the right grant number because many of you are all choosing the same responsible organization. A lot of people are using the same activity types or only a -- there's many you can choose from, but I would say there's a few that people use a lot. And so, you really go back and always triple check this grant number and grant activity number.

And doing so, it's actually quite simple in DRGR. I'd like to note it's -- I call it surprisingly simple because by doing this, you're making a draw change here and that's not a small thing. You always have to make sure that your accounting system, you're matching and reconciling, you can set it at all times. So DRGR, it might be simple, but you always got to make sure that backup information, meaning your account systems, are demonstrating and showing this as well.

So you're able to move funds to multiple activities. You can add multiple activities, so if you want this $25,000, it really should have been to three activities. You're able to include all three activity types here as well as the sum of those three activity type amounts. You're not -- are not greater than $25,000, which was your drawdown amount.

Then here there's also a recalculate balance button here that can help you recalculate items in case you want to triple check you were doing everything correct and accurate on your amount when you do your revisions to your activity number.

And then also you can do a drawdown to -- actually, not you can. You actually are required to do a revision reason, so you're able to select from a multitude of different reasons of why you need this revisions to happen. And they're also able to enter any comments.

Ryan Flanery: Just want to mention, the revision, the reasons field is required. And this was actually created -- we put this feature in in response to an IG audit. But the comments are optional but recommended.

Janine Cuneo: Great. The last thing I always recommend people to do whenever they're doing any voucher revisions, if that's big or small, I really recommend that at the end of it all, you grab a report just to verify everything went through. I use 7B here, but again, there's multitudes different financial reports you can do, you even have options to do it, financial reports in the system by vouchers.

But here's an example I just want to show you. I recommend it so that you can review this activity disbursement and verify that the funds that you wanted to have moved are accurately moved. So highly recommend you don't forget that last step. It could really ensure that everything got moved that you thought was going to be moved was complete.

Every once in a while, sometimes it doesn't automatically appear in the report. Sometimes give it another 24 hours and pull it again and check it then.

So we're going to move onto beneficiary data. Again, another major item that you need to have in your system that's accurately reported for closeout. And this is just trying to provide some help for anybody that needs to do any cleanup. So we're going to do some high level information for you on beneficiary information and detail a couple of tools you can use for cleanup.

Nothing is going to be new here. This is all repeats of what you might have heard in the past. So all this information on closing out and cleaning up your data is quite -- has been told a lot. We want to just keep reiterating this to folks for anybody that needs additional help. As always, used the AAQ system under OneCPD if you're wanting to get even more information or more help individually.

So it's always -- your accomplishment information reflects what you put in the action plan as it pertains to what it's benefiting. Is it benefiting the area or is it doing a direct benefit option? And so, that really is going to affect the type of beneficiary data that you enter in as a grantee for your activities at closeout or when you need to report on activities in your QPRs.

So for many if not most NSP activities at this point in time, are really the direct benefits. But there are some in the housing benefits. You always got to rely on that information. And I always say for folks on accomplishment information, it does come back to what you put in your action plan. If you said you're getting multifamily in your action plan, that's the kind of information you're reporting on in your QPR. If something has changed, you need to go back to your action plan and review and revise that as needed.

Here's more information just to help you think through beneficiary measures. And the area benefit, if you're doing area benefit, you're either going to do it by census or survey and you enter that data only at the action plan. Remember, it automatically will calculate for you at the QPR and it will equal those projected numbers.

So a little bit more simple. If you're using census or you're using survey, you've got to double check you're using a proper survey instrument.

For direct benefit, that fair housing or equal opportunity screens are the FHEO screens. Those are, for example, race and ethnicity information that you enter in that QPR level. You will not see any of that information at the action planning. You're only going to be entering data at the QPR.

And that information that you enter needs to equal your total households. So for example, if you say there are five Caucasians that have purchased NSP homes, that five Caucasians need to equal your total households that you've entered into your QPR. And we'll go through that a little bit more.

Then, also under direct benefit, you'll talk about your households, owner versus renter, housing units, which is multifamily versus single family. And you enter that data at both the action plan and the QPR.

The action plan, you're just talking about what was projected. You're going to assume you're going to help 10 owners, for example, single family. And so, you're just talking about projected. But at your QPR, you're actually going to be entering your actual data.

It's important to think this through for folks. So your DRGR, when you're putting in your actual accomplishments in the QPR, DRGR automatically does something for you. It automatically checks your cumulative total for the total households for your race ethnicity data and it compares it to your cumulative total by income level.

So I'm going to say this again. It automatically checks your cumulative totals. So everything you've done in an QPR in the past, it automatically adds those up together for both your total households from race ethnicity data and it compares it against your cumulative totals for income level.

Then, it also checks your cumulative totals by tenure and by housing unit. So owner occupant or rental and by housing unit, which is single family and multifamily.

By doing all that cross-checking of cumulative totals, the goal or the reason DRGR does that for you is so that you do not have numbers that are inconsistent with each other. If for example your cumulative total says you have 10 households for activity A, it will not allow you to enter in 11 single family housing units have been met if you only have 10 households. It will not allow you to put in 13 rental housing units if you only have 10 households. So the whole idea here is that it is a doing a cross-check for you; will not allow you to do that.

Unfortunately, sometimes it's difficult to understand exactly what's happening when it does this for you. It gives you error messages and you really have to think through those error messages and what exactly is it telling me. And one way you can always get support on this is through the ask a question system in OneCPD. If you're getting error messages and you're not able to understand what it's actually saying to you, what is the error, what is that cumulative total inconsistency; I don't understand.

So do not hesitate to go ahead and get a screenshot and send that in and someone will hopefully be able to help you by -- if they untangle the mess.

Many of you, though, have gotten pretty used to this and have been able to figure out these error messages and are able to use some tools from HUD. And so let me walk you through some of that. I just want to show you one example of an error message we've seen is what is up there is your cumulative total sum of income bubbles. So this is all the past information that you as the grantee have put in at the income level data for your household's total, so for the total number of households for your income level. It must be equal to the cumulative total sum for owner total.

So basically, it's telling me, this error message, to dissect this with you. It's telling me that if I was a grantee here, my household totals, I'm just going to give an example here, 10 again, that has to be equal to the owner totals, which, again, are not 10 for whatever reason. Maybe I'm trying to -- you then are just putting in 11 or 15 or 9. They have to be equal. Again, everything has to consistent in the actuals data of your QPR.

Places you can check information. Performance report; in the reports module of DRGR, there's a section called PERF or performance reports. You'll see. And performance report or PERF report 01 gives you information per activity by measure type. This was an example where a grantee has a low, which is a low income, and they've put their projected -- again, getting all of your projections on your action plan and then put their actuals, which is your QPR.

And you'll notice it gives you both the low information as well as your total. Some people will have low. Some people will have low and moderate, because maybe it's both serving low and moderate income households. So for that example, it would be all the low plus moderate equals total.

And so every kind of report -- every grantee might have a little bit of a different -- how many measure types that they have as well as different type of information on the [inaudible] if, for example, it's low and moderate, it might just be moderate. You'll just need to make sure that you're looking at your own grant as it relates to what you need to show HUD.

PERF report 06, or performance report 06, shows your actual information in DRGR that you put in for beneficiary. This is an example where it shows you for direct benefits and it shows you at buy household type specifically as it relates to household ethnicity as well as female heads of household. So you'll see here total female head of households as well as households total by ethnicity.

You'll notice here we cut some of this off because it was quite a big spreadsheet, but wanted to just give you -- it not only shows you households by total, but it also shows you by tenure. So you -- here, households with renter total. Again, everything has to be consistent. So if you only have renter households for one activity type, the renter household should be equal to your total household. If you're doing both renter and owner in activity type, then it's renter plus owner should be equal to your household totals.

The only caveat to this is your female-headed households. As you might predict, not every household that comes in is going to be a female-headed household. That is the only time in the system your actual correct benefit activity information that will not and does not need to equal your households.

So give an example here. Let's say you have 10 white renter households, and that's your total households as well, for activity A, but only three of those were female headed households. This is a time where it allows you in the system to only put three in and it will never check your cumulative female head of households against your households.

I haven't tried it yet, but I guess I assumed that it will not allow you to do more female-headed households than what your household types are. And you'll want to just make sure that every information is accurate in the system and this is one good way of pulling your PERF report 06, triple check your numbers in here, and your PERF report 01, a performance report.

A lot of people say I'm in the QPR right now. It's giving me error messages, throwing error message at me. I want to see right now in the QPR for this activity, what are my cumulative totals? The system allows you to check that very quickly.

Here, I'm in the QPR and I'm looking at a specific activity and I'm in the edit performance report, meaning I'm literally in the QPR editing that activity and I'm able to click on view cumulative totals. And this would be on your first screen that pops up for you in a direct benefit activity. And it literally gives you your cumulative totals per performance measure. It tells you your beneficiary information, your owners, renters, low, mod, as well as your race ethnicity data.

You may have seen this before. This is -- we'll just cut it down for purposes of this slide show, but this is an Excel tool that HUD created to help grantees that were having quite a bit of beneficiary information in their system that was inconsistent and they need to make some changes. And this really gives you a tool for you, yourself, to walk through step by step on what changes you need to make in the system in order to have all of your beneficiary information consistent with each other.

Again, remember that female head of household is the exception to that. But all the other information needs to be consistent. And this helps you do that and a lot of times what happens, and it feels a little bit -- all of a sudden, you're putting negatives in and positives in in order to get everything consistent. And so, this tool allows you to do that.

You'll notice -- and we'll make sure and ensure there's a link here. When you get the slides, you'll be able to click on that link and it's also -- at the end of the show, we'll provide you and tell you where resources are for DRGR that you can access.

But this Excel tool, basically what you do in step A, which is on the left-hand side, it's what is it you want the system to say? So ignore what the system is saying. What is it that is actually true in your own data? So this example, the top row is for low income. And so, this example for this one activity is this grantee wants to show there's supposed to be 29 owners in this activity. 117 renters and a total of 146 -- I'm sorry, not renters. 29 owners, low income, 117 moderate income owners, excuse me, and 146 total owners. There's no renters in this activity. And so your total should be mimicking exactly what your owner totals are.

For this example, 146 housing units should be single family, no multifamily. So basically, what step A does for you is you have to go back to all of your data, enter it into the Excel spreadsheet, and say, this is what I want it to say. This is what it should be saying. And then, in step B, you're going to identify the data that's already in DRGR. There's a couple different ways you can do that. You can do that by doing that view cumulative total link that I just showed you guys right here. You can also pull the performance reports 01 and 06.

And then, you'll enter that information. So lo and behold, and then we see, oh my gosh, that we haven't put any of the ethnicity data, this would have been -- is all ethnicity data here in the big chart. You forgot to put any of that in. We have 29 female headed households; that's in the blue down here. But we really wanted 27, so we've over put female headed households. And for the moderate income owners, we put 106, and we really wanted it to be 117. So we got to make some corrections in here. Oh, and also, excuse me, for the housing units, if you notice in the yellow, we haven't put anything in single family. We put total 135, and that's just inaccurate for both of those.

So what the Excel spreadsheet does for you is it automatically calculates C for you. And by doing so, it tells you what you need to start entering in information in DRGR so that you get no more error messages and you're able to clean up the system.

You'll notice this is a lot of errors to clean up. We aren't seeing as many of these errors anymore on this level and this intensity of errors. However, people are still struggling a little bit. I recommend if you've got a lot of errors and you see -- if you go through the Excel spreadsheet and you get this many errors in the system, you might want to think about using the ask a question and have someone walk it through with you. This is a decent amount that could trip people up.

So try -- feel free to go through the Excel document, even try it in the system. If you're still getting error messages and it's tripping you up, don't hesitate to use that ask a question and someone will work with you.

Just a reminder for folks in DRGR, under QPR you're going to be putting your expenditure data. Expenditure is all the stuff you have drawn down to date regardless of if it's in the system or not. Just want to remind people that some of this was passed for the NSP 3 back in February, March. You are going to have 50 percent allocated. But just to remind people that you need to have 100 percent of your funds within three years of the funding availability date expended.

So in the QPR, at every activity, you will have information that automatically draws or pulls in from your drawdown module, and then you'll have your expenditure information and your match contribution that you need to enter into the system per quarter and then automatically will calculate your cumulatives for you.

Again, sharing. You're in -- been report 7B, that the activity disbursements come from the draw, but your activity expenditures, those are the ones that will come from your QPRs.

So how do you complete activities in DRGR? We have some folks asking about that a little bit at this point and struggling a little bit because they might have already hit complete on their activity status and now they're not able to do stuff in DRGR. So let me walk you through this a little bit.

Once you have in your own system, meaning program and accounting purposes, you feel this activity has been completed, what we recommend you do is indicate this in your QPR narrative, reporting your final outcomes of the work that was completed. So make sure all that activity information is there, confirm your address information of applicable, make sure you clearly note in your QPR that you are completing this activity.

Then, in your action plan, you can use an activity status is a required field in your action plan per activity. And I believe many of them say underway. I believe it's underway. And probably the majority of your activities right now are underway.

Once you've completed, it you'll go ahead and put complete here on your activity status at the action plan. However, I want to make sure you understand by doing that it prevents any additional edits or financial transactions for this activity. So really want to ensure that you make sure you are 100 percent complete with all of your narratives, your beneficiary information, specifically around your financial transactions. You have no more money you're going to draw down from this, then you want to put this on complete status.

Completed activities should continue to appear in the QPRs in which they are edited, but may drop off in subsequent QPRs.

So we're almost done here. I'm just going to go over the resource pages and then, as promised before, I told you guys we have a couple of screenshots for you on a future release we'd like to show you guys as well as get any feedback on.

First, your resources. Many of you may have known that there is going to be a switch in websites from the NSP website over to the OneCPD.info website. For right now, the NSP is still up and alive and has a great section under final resource that you can get all of your DRGR resources for yourself as an NSP user. So go ahead and head there. There's a section there on tools and you can get a tool if you need to correct any of those actual activity accomplishment information. You can get that Excel tool right here.

I've also mentioned on a couple of occasions that the OneCPD.info there's an Ask A Question desk that is manned by a tier providers and HUD, where you can ask any question you need on DRGR. You go ahead and onto the ask a question URL, which is OneCPD.info/ask-a-question. Go ahead and scroll down and go ahead and hit I'm an organization with a HUD program policy or reporting system question and it will give you an option right there to enter your name and get your question in the queue.

I'm going to go over for a second some DRGR release information. So what we have here, you guys might have remembered that I talk a little bit about affordability periods at the beginning, how you're required by being an NSP grantee to ensure that you are keeping track of your start and end date for all of your NSP properties as it relates to your period of affordability.

Currently in DRGR, they don't have a system yet up and running for you to be able to put that information in. It will be coming though. And these are screenshots to give you an example of how that is and, again, we'd love to hear your input on that. You can go ahead and enter any input you'd allow in the question section of this webinar and we will collect that. You're also able to let your own HUD headquarters colleagues know what your input is.

So let me run through what you're going to be seeing in future screenshots.

This is the overall screen where you're able to edit address support information. So per address, you're able to put information in about the property status and end use information.

I'm going to go ahead to the next screen, which is going to give you a bit of a more detailed view of this. So there's a section here, which is edit address support information, and this is to help you closing up your proposed address-level reporting information. So here we'd have by grant number, activity type, property status. We talk about if it's -- the property is underway, completed, or sometimes it can be canceled. And then, any affordability start date and end date that you have, and any description of that affordability status.

The screen would also show -- again, this is all in proposal stage right now, the activity type for the end use. Got to make sure we note what the end use is going to be, the projected disposition date, and actual disposition date, as well as the national objective for the end use, the date the national objective is met, and the deadline date, and, again, any description of end use.

Here's just another look at that and how that would work. Again, property status for activity type for end use and national objective for end use.

So this again is proposed. This is not in the system, just that this is what HUD is currently fleshing out in the system to show you guys a little bit of a preview about what they're going to be putting in for you guys to be able to enter your information as it pertains to affordability periods. Again, it's required for you guys to know and have on file your start dates, end dates for your affordability period, and by doing this, it allows you to do that in the system as well.

Ryan, do you have any additions to this proposal information?

Ryan Flanery: No. I mean, other than, like you said, it's still on the -- this, I believe, actually came from our development pages. So this is still with the programmers and it is somewhat subject to change. So we are looking for some feedback on anything. Looking at these screens, it's not a lot of information here. But anything that you see that might be difficult to use or maybe some suggestions to make it more easy, we are definitely looking for that kind of feedback.

And then, also, we'll be looking for folks who might be interested in testing. So if you are interested in testing or doing anything -- or providing comments, feel free to e-mail me. You can e-mail me at -- I think my e-mail should be on the end of this. If not, I'll provide it at the end. Or you can just let us know right now when we do our Q&A.

But I think you've covered pretty much everything that we currently know right now.

Janine Cuneo: Great. And I'm going to -- one thing I am going to scroll to is if you're wondering where this edit address support information would come from or come into play, you'll see here that -- enter the data. This is -- many of you will recognize this as your QPR screen for the direct beneficiary activities is your second screen? First screen? Think it's your second screen still. And you would enter -- you would hit enter data here and then you would get to the next screen, which would give you a lot of the information that you need to fill out for entering the address support information, like property status, activity type for end use, national objective for end use.

Ryan Flanery: One thing I do want to mention if you go back to that previous screen is that I know a lot of folks have addresses that are currently in the system that are either answered incorrectly or as place holders or maybe they need to be deleted. They didn't pan out and nothing's ever going to happen.

So we should be able to have that functionality available for the users to be able to actually delete those. Because right now, we have to open up previous QPRs. We're trying to build it out to where you can manage these addresses on your own. So I think it will be a real functionality enhancement and we can clean things up prior to closeout.

Janine Cuneo: Great. Would that be part of the next release or will that be in -- on a subsequent release, to the best of your knowledge?

Ryan Flanery: Part of it. Yeah. Because, I mean, the screen that you would see right now, it should be editable at the address level. And then, you can enter support data as well. So it should be editable and it should be a part of the 7.7 release. Again, things may be subject to change. I don't believe that there's any reason why we can't do this just now. But if something comes up that maybe -- that may inhibit it, then yeah. But as of right now, we should be able to do that.

Janine Cuneo: Great. So I've taken a lot of time talking to you guys. I know there's some questions in the queue. Vinnie, can you remind people how to ask questions and then we'll go ahead and start getting to those.

Vincent Grady: Sure. So again, if you want to ask your question, you can enter it into the questions box. That should be on your toolbar if you go to webinar. We are also going to take questions via the phone or via your computer speaker. So if you're listening through your computer mike and speakers, you just raise your hand and we'll unmute you going down the list and you can ask your question verbally. If you're listening over the phone, you should have been provided an audio PIN. If you enter that, hit pound, the PIN, and then pound again. That will allow us to see you when you raise your hand and we can unmute you that way as well.

So those are two different ways you can ask your question.

Janine Cuneo: While I have you Vinnie, one person that did ask a question was will we be getting this PowerPoint presentation that we walked through today?

Vincent Grady: Yeah.

Janine Cuneo: Can you let people know how they access that and what that looks -- and how they'll get that information?

Vincent Grady: Sure. Yeah. Actually, in the -- it's the last listserv message that we went out for today's webinar. There should be a link provided that will take you to the PowerPoint or today's slides.

Also, in the chat box that you all have on your toolbar, there's a link there that shows you where to download today's slides as well.

And of course, they're also on the HUD NSP resource exchange and on OneCPD resource exchange.

Janine Cuneo: Great. Thank you. So I've got a few questions that are written in and I think we have a couple on the line. I'm going to start just going through some of the written in and we'll go back and forth between those as well as those that people wanted audio ask a questions.

The first question we have is, "It's been a while since I tried, but our land banking activities did not allow me to select the area benefit. Is there something I'm missing? I had to select direct benefits, which doesn't make sense."

Ryan, if it's -- if I'm mistaken here, I thought they could do area benefit for land banking?

Ryan Flanery: They should be able to. Yes. I don't have an answer to that question without seeing screenshots. If -- I would probably just recommend that they send it on to the AAQ system and send screenshots along with it just -- and your action plan. So you have to go in your action plan, open up that particular activity and show us some of the first and second screens as far as it not allowing you.

Off the top of my head, I can't really think of any reasons why you couldn't because you're supposed to -- land banking activities? I'm sorry, it was area benefits. So -- and I haven't heard of that being an issue with that.

Janine Cuneo: All right. So that individual that asked that, sorry we're not familiar with that still being -- you mentioned that it's been a while since you tried. My recommendation is go back in there. Try again. Hopefully, that's not a glitch anymore. If it is, take some screenshots of both the first and second page of your action plan for that specific activity. Send it in to ask a question and someone will work with you. If they have to elevate that to headquarters because it's an actual glitch in the system, they'll go ahead and do that as well.

Ryan Flanery: And Janine, we do have guidance on to create a land banking activity in the accomplishments reporting guidance piece.

Janine Cuneo: Great.

Ryan Flanery: So that might be a good disburse if they -- because they're technically supposed to set up to land banking activities, one for acquisition, one for disposition, and then -- I don't know if anything else. It's not going to get in all the details, but it's a good resource. I would just go to the OneCPD resource exchange and type in NSP accomplishments guidance and then there should be a section on land banking that you can take a look at to see if you have everything set up properly.

Janine Cuneo: Great. Maybe what we can do, Ryan, I know that's been disseminated pretty widely, but after this we can -- so all those that have joined us today on that call, we'll go ahead and send out that guidance once again to you all so you can have that easily in your inbox.

Someone asked if you previously completed an activity but realized it needs editing, how can you reopen it? I believe it's as simple as going back into your action plan and that status where you hit complete or you use a drop down. You go ahead and revert back to underway and it should work quite easily for you now to open it and you can now have full access to that activity.

Have you seen any issues with that, Ryan, or heard of any? I have not to date, that that's an issue.

Ryan Flanery: No. I mean, that's how you would do it. If there's an issue, let us know but I haven't heard of any issues with --

Janine Cuneo: Yeah. Nor I. So we apologize if you do. And you go in there and you go ahead and visit activity status drop down in your action plan and move it back to underway and you're still not able to do something, again, go ahead and click on the screenshots and send them on in and we'll try to help you. But I'm fairly positive if you just do that simple step, you should have access again to the system.

An individual has two questions. "What do you envision would be in the description of affordability status? And what if there's no planned disposition date?" This person is referring to, I believe, the new proposed -- I should say they're not technically new yet, but the proposed screenshots as it relates to the affordability.

I don't think that has been fully fleshed out of what are expectations around any type of descriptions that are needed. As of to date, this is not a required comment field. So I'm not too sure if there's an actual theory yet that I've been privy to. It says what kind of a description it is. I think like everything, if there's any description that you need to enter, if there's something off, if there's something that doesn't exactly fit in the exact mode, I always find those descriptions or those comment tabs are really good for that.

So as of right now, they're not required fields. So I don't think there's an exact idea of what should be there. I think it's more of an opportunity if you need to describe any type of an exception or any type of nuances to how it provides that opportunity for you.

Right now, it says, "What if there's no planned disposition date?"

Ryan Flanery: I would probably field that to Jennifer, but as far as -- and correct me if I'm wrong, Jennifer, but aren't they supposed to, at close out, have plans for disposition as part of closeout?

Jennifer Hylton: Sorry. Could you repeat the question. I'm a step --

[talking over each other]

Ryan Flanery: So at closeout, aren't grantees supposed to have a plan for disposition of remaining property? In particular -- and the question was related to the -- in the system, they're asking for a proposed disposition date. And so, should they have not only a plan for disposition as far as what they're going to do with it, but when it -- they believe it would be disposed of by?

Jennifer Hylton: Right. I mean, you're talking about specifically for land bank properties? Is that the question?

Ryan Flanery: This would be -- well, I mean, apply -- in the system, it applies to everything. So I know that we discussed that for land banked properties, but yeah. But I guess, so that's where I -- the question that I have for you, is it just for the land banked properties? Or are there maybe other properties that they're generating program income on and they haven't quite figured out exactly what's going to happen but they're ready to close out because they've used all -- they've spent all of their program funds.

Jennifer Hylton: Mm-hmm. I mean, for closeout, they do have to have a disposition -- they basically have to have a proposed disposition that's going to happen in 10 years from the closeout date. But the other properties, they -- if -- they're spent with program funds. They can't closeout until they have disposed of those properties.

So there shouldn't be any properties at closeout that were funded with program funds that don't already have a disposition. So there would have to be a date that would occur prior to closeout for them to be able to do that.

Ryan Flanery: Okay. What about properties that would be funded from program income?

Jennifer Hylton: For program income, I don't know. We -- we're not requiring that. So if you have a project that was funded with 100 percent of program income, at this time we're not requiring you to have met a national objective in order to closeout on those properties. But -- so you wouldn't really be required at closeout to say what the disposition of those properties is going to be. I don't know if that's something that you would have to do in the system to closeout, but as it stands right now, they wouldn't have to do that if it was 100 percent funded with program income.

Ryan Flanery: Okay. So that's a good question for the questioner. And Janine, can we go back to that screen where they show that -- where it's showed? Because I just want to see if it's a required field because if it is a required field, this is one of those things -- it doesn't look like it's required. No. So you probably don't have to enter anything but for land banking.

A couple of these things were still -- again, this is what -- this is one reason we're doing this is because that's a good question to your comment. Do we have to make this mandatory for land banked activities, for example. So there are a couple of things we're still working out, but that's, again, thanks for the question. Something to think about on our end.

Vincent Grady: Janine, the person who asked the question is actually raising her hand, so I don't know if she wants to elaborate on her question.

Janine Cuneo: Let's go ahead and take that question. Thank you, Vinnie.

Vincent Grady: Okay. Hi. Are you able to ask your question?

Q: Hello.

Vincent Grady: Hi.

Q: It's [inaudible] from the community builders and I was the person who asked the question. So it's a further question, which is it was my understanding that, I mean, when you say that we are required to have a disposition of properties. And when you say dispositions, you mean a sale of the property?

Janine Cuneo: I'm sorry. Can you say that again? You're a little bit muzzled [inaudible].

Q: When you say that grantees are required to have a disposition for the properties prior to closeout, do you mean an actual sale of the property? Is that what you mean by disposition?

Jennifer Hylton: So this is Jennifer. Yeah. So for any property you have that has any NSP program funds in it, has to meet a national objective before you can closeout. So that means -- when we say dispose, we mean sell, rent, dispose of for another eligible use.

So when we're using that term in that way, that's what we mean. We mean meet a national objective and dispose of it for an eligible use. So it could mean sale, it could mean rent if it's a house. It could mean meeting an area national benefit if it's a park or something for NSP 1 or what other eligible use you have available to you. Does that make sense? [inaudible]

Jennifer Hylton: We may have had a cut or just because of the feedback there. So if it doesn't make sense, please raise your hand again or enter a question and we'll get back to you. I apologize for that feedback.

Ryan Flanery: Can always ask another question, type it in, so we can follow up with you. We apologize for the feedback on the line.

Janine Cuneo: Why don't we go, Vinnie, to any online questions or audible questions that are coming in? If you can go ahead and announce those people, we can get them asking their questions.

Vincent Grady: Okay. There's just one more from Angela and she's on the phone, I believe. So if -- we shouldn't get any feedback. So I'm going to unmute your line. Can you hear us?

Q: Yes. My question is regarding entering the beneficiary data. I was in a training probably about a year ago and they mentioned the fact that for the 81 percent to 120 percent AMI, you don't actually enter that data in. It's only the low and mods. Is that true, that we are recording?

Janine Cuneo: So that's not true. Let me qualify that. I have a feeling I know what they were trying to say and let me see if we can get there for you.

Q: Okay.

Janine Cuneo: So in this system, it's a little bit complicated for you. And so, we can walk it through. Also in this guidance piece that we just talked about, that Ryan mentioned, there's a real good explanation of that and it actually shows you item screenshots too. So we'll make sure that, again, when we closeout this webinar, we'll send out that guidance piece to everyone that's on this so you can see exactly what I'm talking about via screenshots as well.

But what it does in the system for you is that DRGR has, since DRGR is disaster recovery grant reporting system, it was meant for disaster grantees. And so, disaster grantees usually have low or moderate, and low being 0 percent to 50 percent and moderate being 51 percent to 80 percent of AMI.

So there's a low section, there's a moderate section, and then there's a total section. So if you do it that way, then you think, of my gosh, there's no 81 percent to 120 percent, which is allowed in NSP. And so, what you need to do in the system then is you need to account for the 81 percent to 120 percent in your totals.

Q: Okay.

Janine Cuneo: Okay? So I know that can be a little confusing to folks, but that's how you need to do it. Is there any --

Q: Yeah. But --

Janine Cuneo: -- updated information on that, Ryan, that I'm not familiar with?

Ryan Flanery: No. It's the same. It's -- nothing's changed.

Q: So how do you reconcile that if -- well, initially with NSP 1, when we didn't really have this guidance and we were actually accounting for the 81 percent to 120 percent in the moderate category?

Ryan Flanery: The -- so the beneficiary reconciliation, like prior period correction toolkit or tool that Janine showed. That's the spreadsheet.

Q: With that spreadsheet. Okay.

Ryan Flanery: That's one way to do it. Yeah. And that's the best way. That's the best process to undertake to change them. And you have to do this for each activity.

Q: Can you correct that in the current QPR or do you have to go back to --

Ryan Flanery: No. Current QPR. Yeah. That's the way to do it. Definitely in the current QPR and then you just have to save it once --

[talking over each other]

Q: Okay. And one more question, if you don't mind.

Janine Cuneo: Please.

Q: We have activities that were completed maybe a year or a year and a half ago, but we have not actually marked them completed. Is it okay to do that in the current QPR? But we've always done it in the narrative so that the activity was completed but not actually marked it completed as a status.

Ryan Flanery: Well, the status is actually done in the action plan.

Q: Well, that's actually where you can put in a date, like it's a completed date and you actually put a date in. So my question is, if we haven't done that in the past with the activities, what's actually completed maybe a year or so ago, what date do we actually put there? The actual date or the date of the QPR that we are entering?

Janine Cuneo: Good question. I don't think I've heard any guidance from you guys, Ryan, on this one. I guess I assume you put your actual. But is there any negatives to that or any issues that you would have with that?

Ryan Flanery: No. You know, you put in your -- the actual date it was completed and then in your narrative section, you would explain that you had not done this yet. You had not officially switched the status and you are accounting for that now.

Q: Okay.

Ryan Flanery: So that's probably the best way I'd go about doing it. You'd want to talk to your rep about it, too, just to let them know what you're doing, keep him informed. But I don't see any -- there's no major repercussion or anything --

Q: But it will allow us to backdate, I think --

Ryan Flanery: It should.

Q: Okay.

Janine Cuneo: Yeah. It should.

Q: Okay.

Janine Cuneo: And just to your question about the guidance for that low-mod, middle, and having to now go back to that information and do some accomplishments, again, check out that guidance piece just to see all the screenshots and if you feel like you have a lot and you want someone to go through at least a couple with you, don't hesitate to ask a question or ask for some technical assistance.

Q: Okay. Thanks, guys.

Janine Cuneo: Great. Thank you. Vinnie, I know we have people still writing in. Anybody else on the phone before we go back to write-ins?

Vincent Grady: I'm sorry. Janine?

Janine Cuneo: No one else on the phone?

Vincent Grady: Oh, no. Not at the moment.

Janine Cuneo: Great. Thanks. We got some write-ins still, so I'm going to start going for those. This might be a question, Jennifer, more in your vein. I think has a little bit less to do with DRGR.

So for this one, it says, "If we did a financing mechanism project for low-mod persons to purchase foreclosed homes that served over 900 households, will we have to enter affordability periods for all of those properties?"

Jennifer Hylton: Wow. Yes. They should write-in, because it depends on the -- how much direct assistance they gave to each homebuyer. And yeah. I mean, they're going to have to put that data in the system. So I think someone like that, it'd be a good idea to maybe write in to the ask a question box and we can -- or even ask for a TA and we can help you out with that.

But yeah. If you're providing direct assistance to homebuyers, you've got to record that in the system.

Janine. Ryan -- so that level, it sounds like Cathy [ph], why don't you go head and write that in, either in technical assistance or ask a question and see what we can do to get some support for you on that.

So we have someone that's written in a multi-part question. So let me break this down. So if you have an activity where you want the PI to be used to fund only new activities of the same type, would you set up a PI account or an RLF?

So you only set up an RLF if it meets the requirements on the rules for revolving loan funds. So I really caution people not to assume that these are one and the same and really step back, review -- it's really based on CDBG rule and regs. So review your CDBG rule and regs with respect to revolving loan funds. So do not think of that -- these one and the same. Although in the system they might feel the same, they're not the same as they relate to rules and regulations.

So again, this is where DRGR is a tool for reporting but is not a tool as it pertains to rule, regulations, and accounting system. So in saying that, I'm going to assume here that you are not going to meet the revolving loan fund requirements. And so, if you have an activity where you want the PI to be used to fund a new activity, then you would need to set up a new activity in DRGR and ensure that it's -- that you budget just -- you have there -- your budget will just include program income budgets.

You would only set up a PI account if that's -- if the funds for that activity is going to a responsible organization, i.e., one of your subgrantees, that is going to retain that PI money and use it themselves on those eligible activities as it pertains to that.

Again, you don't just randomly set up a PI account on RLF accounts. You only do it for the instances that are PI or RLF. So if you're for example needing a new activity, you've never done -- you're only doing acquisition and rehab and you want to now do redevelopment using your program income, you've got to double check the rules for any substantial amendments and working with HUD if you're going to do a whole new activity. So again, DRGR is easy to create a new activity. You always go back to the rules and regs.

"Can I create an activity? Does it -- can -- going to be a new -- substantial amendments or anything like that in -- for public viewing?"

Once you figure all that out and you put a new activity in DRGR, and let's say you're going to use $2 million of program income funds, this is going to be a new budget, your budgeting in DRGR at the activity level is program income plus program funds. So if you have $0 program funds and $2 million of program income, you would set up that activity and just say it's a $2 million activity -- new activity.

If, though, that activity is related to and is being worked on by a subgrantee, a responsible organization that is allowed to retain their own program income and use it for those purposes, then you'd want most likely to set up a program income account for that activity for that responsible organization. And you'd only set it up as an RLF, that new activity, if it meets the requirements of a revolving loan fund.

They also ask, then how do you set up a revolving loan fund? Again, so if you meet the requirements of the rules and regulations of CDBG, so that's what the NSP program sits on top of for many things, such as the revolving loan fund, if you meet those requirements and you want to set it up, you actually do it at the project level. When you're setting up a project, there's going to be a little button that says is this a revolving loan fund? You go ahead and check that, and based on that, you would be setting up a revolving loan fund.

Ryan Flanery: Just to reiterate, the distinction here between the PI account and the revolving loan fund is the PI account is set up to essentially revolve the funds within a responsible organization. The PI funds would be -- goes back to the activities that fall into that particular responsible organization that you have a grant agreement with that says they're allowed to retain program income.

So it's one responsible organization most of the time for -- to PI accounts. The revolving loan fund, again, like Janine had said, as long as you're actually creating a revolving loan fund as per the regs, that would be at the activity type level. So you would be able to select multiple responsible organizations that might be carrying out an acquisition rehab activity type. And the funds would revolve based on that activity type and the program income will revolve based on the activity type.

So there is a distinction and they are different. But it's really -- a lot of -- I've seen often that what the grantee is trying to do can be handled in the PI -- with the PI account. So if you have specific questions related to this, whether you -- it's to the PI account or revolving loan fund, please write the question in. You know, we can give you general guidance on the calls. But we really need to look at -- look in your system, look at your -- what you're trying to do and help you make a call there.

And of course, loop in your HUD rep as well. They can probably provide guidance.

Janine Cuneo: Great. The second part of the question has also to do with program income revolving loan funds. It says, if program income is generated and receipted to a revolving loan fund activity, can you draw other program funds if you have no expense to use for the program income generated in the revolving loan fund activity? Or do you have to wait to draw until you have expense in the RLF activity to cover the PI?

I'm just reading this question again.

Ryan Flanery: Yeah. I need to hear that one again.

Janine Cuneo: Yeah. So I'll say it one more time. So if program income is generated and receipted to a revolving loan fund, can you draw other program funds if you have no expenses to use for the program income generate n the revolving loan fund activity? Or do you have to wait to draw until you have expense in the RLF activity to cover the PI?

So if I understand this question correctly, and I apologize if I'm getting this wrong, but in revolving loan funds, if you have an activity set up in revolving loan fund and you are generating or receiving funds against that revolving loan fund, then you're just able to revolve that as you in [ph].

However, the one thing you cannot do, if you have a regular activity that's the same as your revolving loan fund activity, so let's say it's redevelopment as your revolving loan fund, and you have that same activity in your grant, then you actually have to expend that funds first regardless if it's program income or budget fund. And then you got a revolving loan fund.

I'm not sure if I 100 percent accurately depicted that, but I believe that was your question. If I misunderstood your question, please feel free to raise your hand and we'll see if you can get you in the queue so we can understand it a little bit better.

Ryan Flanery: Sort of sounded to me like they were asking if they could recapitalize their RLF with other funds that are available. And I don't know off my head if -- [inaudible]

Janine Cuneo: Say that again. What did you think the question was so I make sure I hear?

Ryan Flanery: Sorry. It sounded like they were asking if they can recapitalize their revolving loan fund if all -- program income, all funds are expended within that revolving loan fund and they need to pay something out that they use funds from other activities that are not within the revolving loan fund.

I don't think there's a system stop on that, but I don't remember from a policy standpoint whether or not -- or federal cash management standpoint, whether you're allowed to do that, or a regulatory standpoint.

So I would leave that to either Jen or if we get Paul Webster I would ask him. But I don't know off the top of my head.

Janine Cuneo: Yeah. There's no -- I agree there's no system stop as long as you have budgeted and receipted enough program income. There shouldn't be a system stop on that. Policy-wise, I believe, although I do recommend we double check CDBG on this one, that if you're increasing your funding on RLF, you have to ensure that you are meeting any type of requirements as they pertain to public noticing, etc; i.e. making sure any substantial amendments you need to look at, etc.

So I recommend we all double check our CDBG rules and regs for that one and let someone else who's on the phone to -- I don't know if Jessie you're still on, double-check this.

I'm going to assume no to that. I have your name, Brooke [ph], and we'll make sure we get you that answer. Afterwards, we'll make sure we grab your e-mail and get you that. Thanks so much.

Next question we have, we received information that indicated that the 25 percent set-aside applied to program income earned after October 19th, 2010 -- hold on one second. I'm not sure if I understand this question. So we received information that indicated that the 25 percent set-aside applied to program income on -- after October 19th, 2010, but that is not indicated in slide three.

Ryan Flanery: That's true.

Janine Cuneo: So can you expand on that a little bit, Ryan.

Ryan Flanery: Yeah. Well, no. What she's saying is true and it's not reflected in that. And unless anything has changed, I don't believe it has, but yeah. That's correct. That program income received prior to October 19, 2010, does not count towards that requirement.

Jennifer Hylton: Hey, guys. This is Jen.

Ryan Flanery: Yes.

Jennifer Hylton: Yeah. It actually does count. So yeah. So it change. So basically -- yeah. We announced this I think on a webinar and some guidance. Yeah. The program income, there is no more dates that regarded the program income prior to a certain date. We had to make -- all program income for all the programs has to meet the 25 percent set-aside. But you don't have to do that until you closeout your grant, is when we'll be looking at that information. So it's not due until then, but yeah. The program income you receive has to meet the set aside.

Ryan Flanery: I'm glad you were there because I was not up to date on that most recent guidance.

Janine Cuneo: Nor I. And then, also it says, also slide five indicates that any unused portion of the grant will be canceled and a previous NSP closeout webinar indicated that HUD would help us to spend all of our original grant funds prior to closeout. Jen, can you expand on that?

Jennifer Hylton: Yeah. So you basically won't closeout until you've spent all your grant funds. So unless there is just literally a de minimis amount that is not worth spending money on, under $100, under $1,000, yeah. There's really no reason for you to close it out when you have funds still in your program account. And we try to provide ways to or encourage grantees to do strategies where they're spending their program income down fast enough so that they can use those program income -- or use your program funds quicker to get that line of credit drawn down if you're anxious to close out.

But there's really no reason to closeout quickly and we won't force anyone to closeout if they still have money in their line of credit.

Janine Cuneo: Great. So just to clarify for folks, that slide we talk about is that HUD will cancel any unused portions of the awarded grant as shown in DRGR and their signed grant closeout agreement. So this is that key part here where this is that closeout agreement that has got to be signed. HUD is going to work with you before any signatures happen and hope to not have to cancel any unused portion. Is that what I'm hearing, Jen?

Jennifer Hylton: Yes. That's right.

[talking over each other]

Janine Cuneo: Great. And I have actually another question for you. I think it has more to do with policy than DRGR.

Jennifer Hylton: Okay.

Janine Cuneo: It says, what happens to program income after the NSP grant has been closed out?

Jennifer Hylton: How much time do we have? Because --

Janine Cuneo: We're at --

Jennifer Hylton: Right. So the short answer is that if you are an entitlement -- CDBG entitlement grantee or have an open state CDBG grant, when you closeout NSP program income basically stays the same. All the eligible uses stay the same, the income levels stay the same. It's still NSP. There's some differences in reporting and the system, but as far as what you do with program income, it stays the same.

If you are a nonprofit as part of a NSP consortium or a nonprofit grantee, then basically at closeout you have five years where we're tracking NSP program income and again, it stays the same. You have to meet eligibility requirements and national objective. But then, after the five years, it is unrestricted miscellaneous revenue.

So that is the short answer to that question.

Janine Cuneo: Great. Thank you. So we have an individual that's asking will there be a master performance report that shows all addresses and their associated activity, long-term affordability, period status, affordable period start and end date?

That's a great question. As you'll notice, as the releases -- as these new releases in DRGR have popped up, HUD subsequently -- usually has -- if they have that opportunity to the time available, they look back at their performance reports and sees what potentially new CAN [ph], the performance reports a grantee may need.

So I think that's a great suggestion and Ryan maybe will note that that this person is asking if there's going to be a CAN report that -- it shows the addresses as they're associated to the activity, and then any kind of -- the affordability status information that a grantee would put in with the new releases.

So if you guys can maybe mark that down as a potential new report that someone would like, that would be great.

Ryan Flanery: Yeah. Absolutely. I mean, within the constraints of microstrategy and how some of the different attributes and metrics relate, I don't want to get too technical, we will make the most robust report possible available. And I think that it -- I think all of those fields that were just mentioned would probably work together.

So there will be reports, probably more than one, that show that type of information.

Janine Cuneo: Great. You know, not if some folks that sometimes because it's, as Ryan was saying, kind of on the backend, things link in and not linking in microstrategies, which is the system in which the reports module uses and sits on, sometimes they're not able to make an exact report that you might need.

But I usually find if -- you can pull two reports and between those two, you actually get the information. I gave an example earlier when looking at performance measures, that there is a performance report 01 where I get a lot the low-moderate total income as it relates to a lot of my performance measure. But then I'll pull a performance report 06 to get the race ethnicity information and the female headed household information. So sometimes by pulling two reports, you will get all the information you need. Sometimes, it's just not always in the same class or in the same actual report.

Next question we have, we have a subrecipient that will be establishing a revolving loan fund, the new homebuyer loan program, with program income from two different activities. Can both activities designate the same revolving loan fund?

Ryan Flanery: Well, let's -- again, if it's just one subrecipient that's doing this, this can probably be handled in the program income account function within the system. So I just want to put that out there. I'm sorry, but I forgot. I didn't -- I missed the second part of that -- of the question.

Janine Cuneo: One question on that, they did say, though, that they are actually establishing a revolving loan fund with this subrecipient. So I think regardless if a PI account can handle it, I -- wouldn't you still -- would HUD still like them though to establish a revolving loan fund if that's actually what they're establishing on paper?

Ryan Flanery: We've -- that's a good question. In -- we've gone both ways depending on the specifics of the situation. But typically, the guidance has been related to if there are going to be multiple responsible organizations carrying out the same type of activity, then that's when they would set up the revolving loan fund. If it's an individual subrecipient carrying out one particular activity type, we would set up a program income account and pull just the one activity over.

Again, we can hash out the details, though, if there is -- because we might not have all the information just from this call. So regardless, we can move on beyond that. But what's the second part of that question?

Janine Cuneo: They were asking, can both activities designate the same RLF?

Ryan Flanery: Well, that's -- again, that goes back to what I was saying because there you'd have the ability to pull in two activities under that program income account. So if you have one subrecipient carrying out two activities, then you can just -- it's a really easy way to just pull in the two activities that are going to be revolving.

Janine Cuneo: Great. So if there's more -- this gives you a general sense of what you need to do. Ryan's answer is great. If you'd like to talk a little bit more through details, go ahead and send an ask a question in and provide some of those additional details and we'll be able to flesh it out even further with you.

Someone's asking Ryan if -- you mentioned here about correcting addresses in forthcoming DRGR releases. And they were wondering if you could speak to that again. They missed part of that. Could you articulate a little bit about what you're seeing is going to be in the system with regards to making corrections to addresses?

Jennifer Hylton: Guys, can I jump in for just a second? This is Jen. I just wanted to, on that question about RLF and doing different activities, I think just from a policy standpoint, the whole reason RLFs were created and why it's a good idea to do them is so that you can segregate your funds into these RLFs by activity.

So if there's separate -- two different activities, you'd want two different RLFs. So each activity -- I'm sorry, each RLF should be for a specific activity for a specific subrecipient depending on the best way to do that for your accounting system. But you really shouldn't have an RLF. It's designed for one specific activity to revolve the funds for that.

Ryan Flanery: That's exactly what I was trying to get at and I guess the thing that I left out was Janine mentioned earlier not everything that you think should be an RLF will be an RLF. So you can probably handle this by your subrecipient agreement, by allowing them to retain their program income for only certain activities. And it's not an actual RLF, but that's the agreement that you have with your subrecipient. And that way, they can set up a program income account for only two activities. So I mean, there's more to this. I think that it warrants further discussion and I don't want to just put it out, this is what you should do right now. I think you should definitely submit a question and talk through it a little bit more because there may be other ways to deal with it.

Janine Cuneo: Okay.

Ryan Flanery: Do you agree, Jen?

Jennifer Hylton: Yeah. I do. I think -- yeah. I think you're both right, that -- to say that -- I think we all thought, oh, the RLF is the answer to disseminating program income, but it's really not the end all, be all, for everyone and I think Ryan and Janine are right that you should really look at the case and we can talk it over with you about whether or not it makes sense for you to set one up or not.

Ryan Flanery: Right.

Janine Cuneo: And so what we're talking about really here, guys, is it's not -- we're not necessarily talking about if it's necessary in the system to set one up, but actually regulatorily and what your program needs is a good idea to set it up and then making that decision and then making decisions on what to do in the system based on that.

Ryan Flanery: Right.

Janine Cuneo: So again, as I keep mentioning, in DRGR so much of what we're talking about is out of the system and then we figure out how to relate that or demonstrate what you've chosen to do programmatically and what you're required to do regulatorily, how you relate that to the system. So this one of those examples again, is RLF a good choice. I don't mean in DRGR is a good choice, but is a good choice for your program, and then once you decide that, how do we do that in the system?

Ryan Flanery: And I know folks can sometimes get frustrated with that. But the reasoning behind that is, the purpose for that is, the fact that the flexible system that we use for multiple programs. So it can't be that rigid with how you click and move through everything and try to tie it directly to regulations for any one program. We have the rural innovations fund that is very different for CDBG and so they would be tied to those regs as well. And so we can't have that. So that's why we do work together to set things up the way that you need it, that works best for everyone and still complies with your rules and regulations.

Janine Cuneo: Great. Ryan, I believe it's the last question in the queue right now. So some of our activities have duplicate addresses. They pulled a performance report 03 and they've noticed based on previous reporting that they have some duplicate addresses. Should I go ahead and use the correction tool now to correct data numbers and wait until the release of 7.7 to remove the duplicate addresses? And then, they're also asking, when do you expect the 7.7 to be released?

Ryan Flanery: Well, I think we still had that question about -- for me to elaborate on the ability to edit the addresses, or did I get to that? I don't think I did.

Janine Cuneo: That's a good point. I don't think we did get to that. Could we combine that all in one? So thank you.

Ryan Flanery: Yeah. No. That's what I want to do. So currently, if you want to edit an address, we have to open up a QPR and then those fields that you had once entered the address in are once again editable. They get blocked down once you submit your QPR and then it's approved.

So what we're going -- what we're hoping to have and what's planned would be the ability, and I'm not sure if it's going to be done through an edit address button or exactly how it's going to look, but the ability to make those fields editable in the QPR and so you could delete an entire address or you can make edits to a street or whatever it is that you need to do, in addition to all those additional functions that would be -- that you would select through that separate edit or add -- what was it, add additional information button, for that particular address.

So it's just going to be like if you had a locked field that you had a button that said edit and then you can click that button and then you can now edit that field. That's pretty much as far as -- as much as I know right now, but that will be in -- I believe in the QPR.

As far as the second question, the -- I would recommend because of all the data analysis that we do, especially looking at the performance measures, that you make your performance measure changes and then leave the addresses for now, the duplicative addresses, and just put into your narrative section that there's some addresses that we've added multiple times. So I wouldn't be too concerned about that. We also do a removal of duplicate addresses in the some of the more robust analysis that we do when we pull out the address file. So most likely, those addresses that you've entered multiple times will be removed when we do the analysis. Wouldn't be worried too much about that at the moment.

The third question related to when we expect this. I think it's supposed to be in -- around September if all goes well, along with all these other functionalities that we're talking about.

Janine Cuneo: Thank you, Ryan. So at this time, I'm not seeing any other questions in the queue. Vinnie, I don't see any other raised hands in the audible section of answering questions; is that correct?

Vincent Grady: Correct.

Janine Cuneo: Great. So at this time, just to repeat for folks, resources. You can find resources both in NSP website and as well as the OneCPD website. The NSP website, you can still locate a slew of resources, including all the training materials. This will be posted on there in that guidance document that we talked about that helps people with performance measures and accomplishment information. We'll go ahead and also send that guidance piece out to everyone that was active on this call so you can have that in hand at the end of this.

And also, for your ask a question and/or technical assistance, you can do both. You can ask a question that you get usually a turnaround quite quickly in the system right now as long it's not too policy-heavy. And feel free to ask any questions through that and if you need a little bit more support, you want some hands-on, please go ahead and ask for technical assistance and describe what your needs are.

At this point, Vinnie, I'll hand it off to you to ask people -- to tell people how to go ahead and do the survey.

Vincent Grady:: Sure. So unfortunately, we can't make this link active that you see before you, but within -- by tomorrow, when we send out the guidance doc and the thank you for attending, we will include this feedback link. And we appreciate your feedback and working out the kinks with us today on this new webinar software.

Janine Cuneo: Thank you. Anything else, Ryan, Jennifer, that you need to add in here?

Ryan Flanery: No. I just want to -- if there are specific DRGR questions, you can again either submit them to the AAQ or if they're super urgent, you can submit them to me at ryan.d.flanery@hud.gov, especially for those of you that I said just go ahead and e-mail me about it. Feel free and then we can work through some of those issues.

Janine Cuneo: Great. And make sure, too, if you guys, when you're looking at that affordability screen that we talked about, if you have any additional comments or ideas, including someone had a great idea, I thought, today on what they'd like to see in a CAN performance report, feel free to also send those on to Ryan and they'll collect that information and do their best to see if they can make any changes and adapt as needed.

Ryan Flanery: And if you'd like to be a tester, we're always looking for testers as well.

Janine Cuneo: Great point. Testing as well. Don't hesitate to throw your name in the hat. So this will conclude the webinar for today. I thank everyone for their time and please keep on notice for future webinars that are coming up. Thank you so much.

Ryan Flanery: Thanks, everyone.