

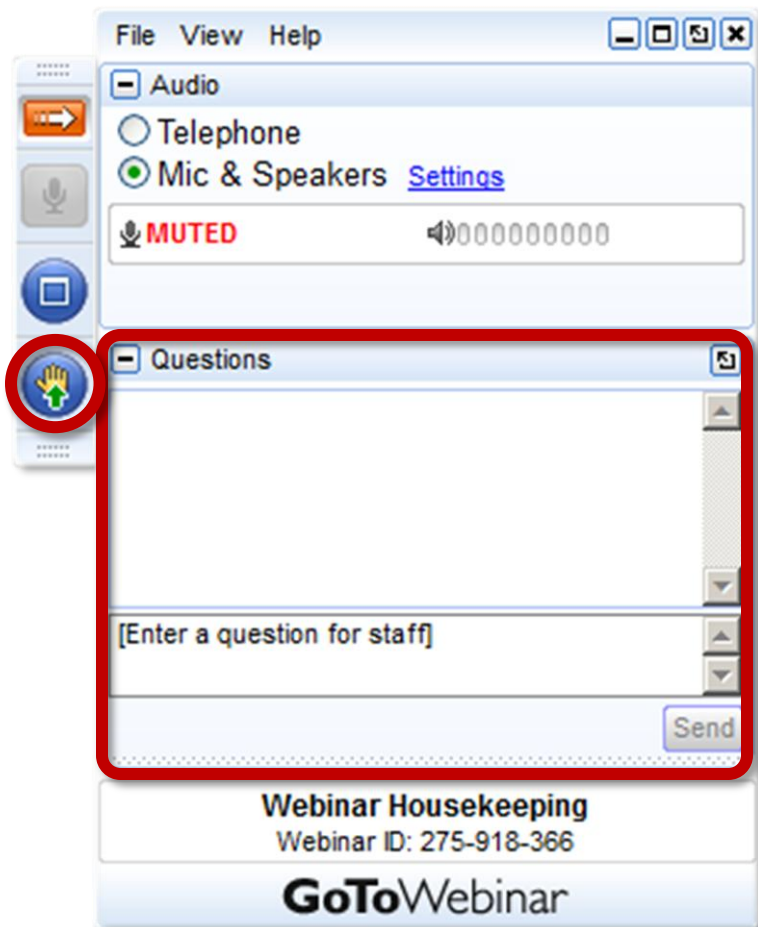


Section 811 Project Rental Assistance Program

811 PRA Reporting

May 19, 2016

Reminders



Your Participation

- Please join audio by using the information provided in the Audio Panel. Your audio pin is required and may be entered on your phone's keypad at any time by pressing # [pin number] #
- Please raise your hand to be unmuted for verbal questions.
- You may also submit your text questions and comments using the Questions Panel.

Today's Agenda

- Reporting Overview
 - Programmatic
 - Budget
- Review Reporting Tools
 - Changes to Programmatic Report
- Q&A

HUD's Reporting Goals

- Assess whether federal funding is being used as intended
- Assess whether Program is meeting performance goals as outlined in the application
- Demonstrate Program outcomes
- Describe current Program status
- Identify any need for TA

Overview of Reporting Tools

- Programmatic Report
 - People: Applicants/Referrals, Tenants
 - Housing: RACs, Units, Leveraged Vouchers

| What Applicant Data Can Tell Us | What Tenant Data Can tell Us |
|--|--|
| <i>Who is applying?</i> | <i>Are tenants stable in housing?</i> |
| <i>Is Grantee reaching target population?</i> | <i>Are there many transfers?</i> |
| <i>Are many applicants found ineligible?</i> | <i>Are there many evictions?</i> |
| <i>Does program have a “healthy” waiting list?</i> | <i>Are participants often terminated from the program?</i> |
| <i>Are referrals made in a timely manner?</i> | |
| <i>Are there many rejections by owners?</i> | |

Overview of Reporting Tools

- Budget Report
 - Administrative Costs
 - Rental Assistance Expenditures (*tracks actual and projected*)
 - Enables the Grantee to meet Cooperative Agreement requirement, including the requirement to ensure the Grantee has not over-obligated funds.

Due Dates

- Budget Report due quarterly until last RAC is executed. Annually thereafter.
- Programmatic Report due quarterly until all units are leased. Annually thereafter.
- Both will now be on Fiscal Year cycle
- FY13 Grantees: First reports are due July 31, 2016 and will cover two quarters (through June 30.)

Due Dates

Fiscal Year Cycle

| Quarter | Covers Which Months | Reports Due |
|----------------|---------------------|-------------|
| Quarter 1 – Q1 | Oct, Nov, Dec | January 31 |
| Quarter 2 – Q2 | Jan, Feb, Mar | April 30 |
| Quarter 3 – Q3 | Apr, May, Jun | July 31 |
| Quarter 4 – Q4 | Jul, Aug, Sept | October 31 |

Current Status

- Programmatic Report
 - FY12 Grantees have used draft for six quarters
 - Grantees to begin using final version this quarter for July 31 due date.
- Budget Report
 - FY12 Grantees have used report for five quarters

Programmatic Report

- Excel spreadsheet
 - Two versions of Programmatic Report
 - Highlights changes from FY12 Draft Report
- Three Sections
 - Instructions
 - Tool (tabs for each year)
 - Standards and Definitions

Budget Report

- Excel spreadsheet
- Three Sections
 - Instructions
 - Tool
 - Example

Review Both Tools

Challenges

- Can your application, waiting list and referral system provide data needed for the report?
- How will you secure tenant data from TRACS or otherwise collect the needed information?

Database Examples

- Social serve (MD, DE, PA)
- Yardi (LA)
- Access database (CA)
- Excel spreadsheet (MA, MT)
- State/local proprietary software (MA, TX)

Questions?