

2019 Building HOME Webinar Series IV Office Hours Session 2

Les Warner: Welcome, everyone. This is our Office Hour session for our second week of the Virtual Building HOME Series. This is Les Warner. I'm, again, joined today by my colleague Shawna LaRue Moraille and we have Nicole who's helping us manage the webinar system.

Just a couple of housekeeping things, if you're having any kind of technical questions or questions about the materials themselves, you can use the chat box at the top right-hand of your screen and send that to the ICF event host, that's Nicole today and she'll try to respond and resolve your issues.

If you have questions that you'd like us to cover today as part of our Office Hour session, if you use the Q&A box, which is also at the top right-hand side of your screen, just click on that and you'll be able to type in your question and we'll work our way through these as we go along. So we're going to start out today by going through exercise three, which hopefully you've taken a look at prior to this.

We're going to walk through that and then we will open up the session and look at any questions you've submitted. Shawna and I have also gone back through yesterday's question and some of the topics that came up and have some things that we think probably makes sense for us to revisit and a couple questions that we did not get to in yesterday's session, which we'll make sure that we provide answers to.

So if you want to pull out exercise three, the CHDO exercise and I'll just note here that on the screen as you're seeing it, as we work our way down the page, you will have to actually scroll down your page. When I scroll down my screen, it does it only for me, not for the whole group. So you'll have to handle that function for your screen. All right.

So in this exercise, we're given some basic information about a nonprofit, about a neighborhood and some board information and just a couple things I'll point out here, we are told that this organization, Neighbor to Neighbor, which is only about 14 months old, they only have a conditional designation from the IRS.

So they still are not meeting our criteria to qualify as a CHDO, but they're in the process and they're hoping that that will be achieved pretty soon. We've given a little bit of information about the neighborhood, about a need for rental housing, about older homes that need rehabilitation and we're given this list of board members and then a little bit of discussion that they're intending for this board to really be a working board.

They don't have much housing experience, they really haven't, at this point, made a decision about what's our first project going to be as part of that and they have had some tentative conversations with Public Housing Authority about a potential joint venture as part of this and they've also then been in conversation with the city and asking for them to kind of support them, mentor them through this and also a mention about asking them to watch their financial records as part of that.

So the first thing you're asked to do as part of this exercise is to take a look at the board composition and decide are -- do they currently meet the HOME regulations as far as the board and then what steps would we need to take to bring them into compliance if that was needed? So let's just run through the board composition.

So we know that we're looking for a minimum of one-third of the board to represent the low-income community and we have a limit on no more than a third of the board can be representing the public sector. So board member number one, priest for the local parish, is allowing the organization to use the basement of the church, which is a great thing.

So in the information that we're given, we're not really given any information about the priest's income. And so we can't necessarily -- we know -- remember, we have three ways to qualify the individual as representing the low-income community either by income, by where they reside, and so we would look at census information to see if they were in a LMI neighborhood that we could document and then also whether they represent an organization that is serving the LMI community.

So we have none of that information for the priest, but certainly, some possibility that either income-wise based on where the priest resides or based on having been elected to represent the parish, perhaps, in this. So we have some possibilities, but we don't have enough information here to be able to designate member number one as representing the low-income community.

I mentioned yesterday you really also need to, as part of this, ask some standard questions related to whether they represent a government entity. So we'd actually need to also ask the priest whether they were elected or appointed, whether maybe they are a public employee in addition to being the priest for the local parish.

So we really kind of need a standard protocol to vet each one of our members. So at this point, we don't really have enough information for member number one. Member number two, attorney, mother lives in that neighborhood, but we're told that the attorney lives in Posh Acres, which I'm going to assume is not probably an LMI neighborhood.

So it would appear that we don't have the criteria with member number two to meet our LMI representation and we, again, would have to ask questions about the governmental entity to determine whether there were also some issues related to that that would put member number two as a government entity representative.

Member number three, local artist, makes dolls, sells them, has an income of less than 80 percent of area median income. So we can document this local artist's income, have that in the file and be able to show that, yes, we have an LMI representative. Now, again, we'd need to ask our standard questions concerning the government entity portion of the board just to make sure, because if it turned out that member number three, despite the fact that she qualifies as LMI --

If she's also been appointed by the city through some role, then she would be counted as towards the governmental entity portion of the board and we would not be able to count her as one of our LMI representatives. Member number four, city employee, we really don't have to go any further

at that point. We know that as a public employee, that they're going to be counted in our governmental portion of the board.

Member number five, assistant to the city manager, again, because this person works for the city, they're going to be part of our government entity portion. So we've got two so far in government entity. We have a nine-member board. So that means the maximum we can have for governmental entity is going to be three, no more than one-third.

Member number six, former city council member, lives in the neighborhood, wants to give something back and meets the criteria for low income, excellent. So the fact that they are a former city council member doesn't give us any issue as far as governmental entity. They qualify as low income. We're going to document that and that will give us two of the three that we need for our low-income representation.

Member number seven, retired school teacher -- and we should -- I need to scroll down here and I can actually move to the next page, there we go. So member number seven is a retired school teacher interested in the neighborhood, doesn't reside in that specific area, lives up town.

And so we don't really have any information that would appear to qualify him as a low-income representative, but again, we're going to go through a standard process asking about income, about residence and to try to determine whether we have some additional qualifying information that we needed to collect.

Member number eight is a local contractor member of the parish and an expert in rehab. No indication, again, that would qualify him towards the LMI portion of this. We've asked all of our standard questions. Seems like a good thing to have a board member that is a contract and expert in rehabilitation.

Just keep in mind that when we are doing the actual certification for a project and we look at capacity, a board member is not going to be included in that in our evaluation of capacity.

It's only going to be full-time, part-time and contract employees. It's still a good thing to have a board member with that expertise, but we're going to have to have some staff to be able to meet the capacity requirements at the point that we would be funding this individual. And then member number nine is the city housing department staff person.

So again, they're going to automatically be counted in our government sector. So what do we know about this board configuration and are they meeting that? So currently, we don't have our minimum of three to meet our low-income representation, but we certainly have identified that there's some members that we really need to go back to, collect our standard information and determine it may be that we actually meet this criteria if we collect the information and be able to analyze that.

So we may be able to fix it in that way. We know that we need at least three low-income board members as part of that. We're okay, at this point, as far as the public sector representation. We're tapped at one-third, which would be three and that's exactly where we are at this point.

We're also asked what steps do we need to take to make sure that we are going to meet the criteria?

Well, first step would be going back through, checking on the information about the existing board and hopefully be able to resolve meeting the minimum of one-third requirement for LMI representation with that. In some cases, you might have a board, when you went through that, you determined that they're not going to meet that standard.

There are a number of ways you might be able to address that. If we have a board member whose term is about to expire, you could choose not to renew that board member and specifically recruit a board member that is going to fulfill the requirements for your board configuration. In some cases, it might be that you would choose to add some additional board members and expand your board so that you could then bring that percentage into compliance.

Obviously, if you get too big of a board, it's kind of a little difficult to have that be an effective working group. So our second question we're then asked is about the organization, they're saying that they want to access money and we're asked about what HOME funds we would be able to provide to them besides the CHDO set-aside funds, what can an organization use the money for, would you put any restrictions on this?

So currently, we have a board composition that does not meet our CHDO requirements and they only have a provisional IRS designation. So we're not going to be able -- they're not eligible for CHDO set-aside funds and currently, for the capacity building, I would say that they are not eligible until they receive their IRS designation.

Once that has happened, we may be able to provide them operating assistance as a way to add staff, get training so that they would be working towards having appropriate capacity to be able to be funded for a project. In the meantime, there appears to be some discussions about doing some joint projects with another entity, such as the PHA.

There's also been some dialogue with the organization between the organization and the city. And so that may be a way to sort of mentor that organization in just sort of building the capacity and the systems that they need to have in place to be able to take on that role as a CHDO.

So one of the questions we're asked about is what direction would you give to Neighbor to Neighbor about pursuing a homeowner rehabilitation activity under HOME?

And then you're asked is this eligible as a CHDO set-aside activity? So as I mentioned yesterday, all of our CHDO set-aside activity have an element essentially of development and that homeowner rehabilitation is not an eligible activity for using the set-aside funds. So we could not fund this organization to do homeowner rehabilitation as a CHDO.

Now, not to sort of muddy the water here, but if this organization had appropriate capacity, we could fund them as a subrecipient and they could operate a homeowner rehabilitation program as a subrecipient. Now, many of the same concerns that we would have for the CHDO also are going to apply as a subrecipient and we need to know that they have appropriate capacity.

So we know that they don't really have housing experience, there's been no mention about staff for the organization and their capacity. So we would have those same questions. We also -- keep in mind, if we were funding them as a subrecipient then, 2 CFR Part 200, some of these other requirements, they are going to be required to be implementing on behalf of the PJ.

And so again, concern about whether they have the financial capacity, those sorts of systems in place. So I think in the meantime, we would be talking with them about trying to build some of that capacity and skills, thinking about and kind of planning for where that sort of niche was for them in meeting needs and also kind of lining up with the capacity that they had in place.

We're asked how the city can help the organization get started. Well, it sounds like there's some of this already happening where there's some conversations back and forth. So the city could provide some training, they certainly could work with the CHDO on -- you know, for instance, there was a question about asking the PJ to keep an eye on their financial systems.

So we certainly could do some technical assistance where the city's finance person went maybe a number of times and met with the staff for the organization, helped them think about the systems that they needed to have in place, the processes that needed to be in place to appropriately oversee future HOME funding for that organization.

And then I also think oftentimes by partnering with another nonprofit that has some capacity, has some experience, it can be a good way for that CHDO staff to actually gain some experience, which would count as part of their capacity evaluation if they were directly seeking funds themselves. We're asked that the board is wanting to purchase and rehabilitate an abandoned house in the neighborhood.

They're saying that that would then be sold to a low-income household. Is this an eligible CHDO set-aside activity and then would this be development of homebuyer housing as defined in that HOME regulations? Absolutely, this would be a qualifying activity as the use of set-aside funds and in this case, might be a really good first project.

You're starting really small with a single unit and that might be a very appropriate project as part of that. We'd have to go through the standard process of making sure that they had appropriate capacity for that and keep in mind, as part of a homebuyer process, they're going to be marketing that unit, needing to make sure we have a qualified buyer.

Because we're using federal dollars, this -- all these other layers of other federal requirements, such as environmental review, URA, potentially -- we've had fair housing. We would not have Davis-Bacon as part of that, but we have a number of requirements that are triggered as part of that. And then our last question here was could we also provide down payment assistance to the homebuyer with CHDO set-aside funds and if so, how much?

So we talked yesterday about the fact that down payment assistance, as long as it is part of a housing development project where we're either building a new unit or we are taking an existing

unit and rehabbing it, bringing it up to our property standards and then selling it, we can provide that affordability subsidy that's needed for that individual family.

We're going to be talking next week, when we go through homebuyer, that of course, we're going to be underwriting and determining what is the actual level of assistance that's needed, how are we going to define what's going to be affordable for that household, but we have a cap for our CHDO set-aside funds.

If we're adding additional dollars as part of this project where we're going to provide the down payment assistance as part of this, then we are capped at 10 percent of additional funding from the cost of the project itself. So if we had \$100,000 project, then 10 percent of that, or \$10,000, would be the maximum that we would be able to provide in the form of down payment assistance for that household.

Shawna, that takes us through the exercise. Do we have questions that have come through the Q&A box that we should address?

Shawna LaRue Moraille: Just one clarification on operating assistance and -- I wanted to make sure you could hear me -- is that they have to become a CHDO. They have to be certified first. So in your example, they have to fix their board in order to be --

Les Warner: For my understanding of operating assistance is they would have to be qualified as a CHDO. They would not have to have met the capacity requirements, but they would have to qualify as a CHDO.

So we'd have to have a board configuration that met our requirements and we'd have to have our IRS designation in place and then the operating assistance could be provided as a way for them to get training, to potentially expand staff so that they would then have appropriate capacity to be able to pursue additional funding to take on a project.

Shawna LaRue Moraille: Thanks. That was perfect. That was the only question in the box.

Les Warner: Okay. Then what I'm going to do for now -- and so as questions arrive, please go ahead and put them in the Q&A box and we will switch to those, but in looking through some of the things that were discussed yesterday, I thought it made sense to revisit some of those, particularly, on our Q&As, we are dealing with a small box that is controlled by the number of [inaudible] letters that we're able to use.

So some of these could use a little bit additional explanation. Let's see, so there was a question -- we mentioned yesterday, as part of our CHDO section, that there is a requirement and expectation that the project not only will have that CHDO in one of the three roles during development, but we would also have the CHDO in place through the affordability period.

And I mentioned that many PJs, as part of their written agreements, have tried to put in some level of control for themselves if there's an issue later. So say CHDO was perhaps wanting to sell a project during that affordability period to have language that allowed the PJ to be able to

approve subsequent owners so that we try to make sure that if it was going to be transferred, it was transferred to another CHDO.

There was a question about what happens, compliance-wise, if the CHDO goes out of business during the period of affordability? So the rule itself on the requirement is clear, the corrective action on this really hasn't been spelled out at this point and for the most part, compliance is something that is somewhat in a case by case basis in working with the field office with headquarter staff's officers to determine what is going to be the corrective action for this.

What I'm suggesting is that the PJ, if possible, is going to try to avoid the compliance issue by tracking the health of their CHDOs, trying to work with them and support them as possible and then use any leverage that they have to be able to shift ownership to another CHDO so that you would remain in compliance with that and that's one of the reasons we really need healthy CHDOs.

We need them to be sort of sustainable over time and that's been part of the concern as dollars have restricted a little bit for HOME is that keeping a healthy supply of CHDOs can be a little bit of a challenge and a CHDO generally is going to operate based on developer fees that are coming in as one of their sources to keep that organization alive.

And so we're trying to make sure that there's a healthy pipeline of activities and see how we can support the organization. Let's see what else we have here. There was a question about sale of a property after a period of affordability and whether that was -- that sale, the proceeds would be considered to be program income.

So we said that the program income is funding HOME funds or we -- all three for two match that's coming back to the PJ or the subrecipient. And so if that money is coming back to the PJ or subrecipient, it is going to be considered program income. It is going to retain its federal identity. And so we're going to utilize those funds either immediately or we're going to track them, report them as part of our action plan and then use them first in that subsequent program year.

But part of that question also had to do about having enforcement on this after the period of affordability. Essentially, when the period of affordability has been completed for a HOME project, whether that's a homebuyer project or whether that is a rental project, once that period of affordability has been completed, it essentially loses its federal identity.

It's no longer considered a HOME project. And so that does allow you to be able to reinvest in that property if one set affordability period has been completed, there's a need for additional funding to be reinvested in that. We do sometimes see loans that have an amortization period if payment's happening over a period that is longer than that affordability period.

So maybe we have a 15-year HOME affordability period, but our loan terms maybe have a 30-year loan repayment schedule. That's perfectly fine. Once it has completed its HOME affordability period, it is no longer held to the HOME requirements unless -- we talked about being able to do an extended affordability period as a separate part of the local PJ's written agreement.

So we might say, okay, I've got a 15-year HOME affordability period, but I, as the PJ, wanting to make sure that with my investment, that I'm creating affordable housing that's going to be in place for a longer period of time, you could, as the local PJ say, we're going to also impose a local affordability period that starts at the completion of the HOME 15-year and maybe extend for another 10 years as part of that, but you would have completed your HOME affordability period at the end of the 15 years.

So things like the monitoring requirements for that property would've fallen away. It would also allow you to reinvest, if you needed, for that project. Let's see, there was a really good question thinking about Davis-Bacon and we know that the trigger for Davis-Bacon is 12 HOME-assisted units. So for those of you that work with CDBG Davis-Bacon is triggered based on dollars in a construction contract.

So \$2,000 is our trigger for CDBG, but for HOME, it's based on the number of HOME-designated units. We'll be talking, when we get into the rental section, about our cost allocation process. And so we may have -- let's say we're building 60 units of rental housing, when we do our cost allocation process, we are then designating how many of the units in that project are going to be our HOME units?

And so have all the HOME rules that would apply to that. So we could certainly have a 60-unit project that had only 10 HOME-assisted units as part of that. So under Davis-Bacon, since our trigger for Davis-Bacon wage rates is 12 or more HOME-assisted units, that 60-unit project that only had 10 HOME-assisted units would not be triggering Davis-Bacon.

So the question that was asked, which was really good, was thinking about the fact that you, as a PJ, in funding a project, might be only designating a certain number of units for your investment of HOME funds, but it's certainly possible, as a local HOME PJ, that you might have the state also putting in HOME funds for that project.

You also might have CDBG funds that were being put into the project and in the test for CDBG for housing is eight units or more is going to trigger. So not only would you have to look not only at your HOME dollars and your CDBG dollars if they were being placed in that project, but in the case wherein that sources of funding for the overall project someone else is putting in other funds, you would need to look at that -- at those funds and their designation.

So you might have 10 HOME-assisted units and let's say the state is also putting in some HOME funds and they might have, let's say, 4, so now we have 14 HOME-assisted units, and so we are going to be triggering Davis-Bacon. So based on the sources and uses, the PJ needs to coordinate with those other fundings and thinking about things such as Davis-Bacon to make sure that you have compliance in place and that you've made the appropriate designation.

Let's see, what else is on our list? There was a question about our four-year project completion deadline. And so we went through, I'm not sure if it was yesterday or in the first week, our definition of completion. And so we said for completion of our units, we need to have completed our construction and have met our property standards.

We also have to have the funds for that project drawn down and distributed and then for everything other than rental we would have our project completed, including the transfer of that property to the homebuyer. And so our four-year project completion deadline is meeting those requirements. Now, rental has a slightly different definition of project completion.

We have to have completed construction, we have to have drawn down our funds, but the project does not have to be occupied at that point. So we might -- let's say we're building that 60 units of rental housing, once we have met our property standards, completed the construction and drawn down our HOME funds, that project will be marked as completed in IDIS.

That will begin -- so we've completed our four-year project completion timeline. That then begins the 18-month occupancy period. So as we're then renting our HOME-designated units, we're working towards making sure that within that 18-month period that we have met the occupancy requirements. For our homebuyer project, at the point that we have completed our construction, that begins our process -- our timeline for that 9 months to have that project under a binding sales agreement.

Let's see, what else do we have here? There was a question about can we provide CHDO operating assistance to the same CHDO for multiple years? So the short answer is absolutely, that's perfectly fine, but I also would say that I think typically, PJs, the reason that we're providing operating assistance is to try to maintain capacity, keep that CHDO being in good financial health and having the capacity to be able to manage projects and take on new projects.

So there's an expectation in return for the CHDO operating assistance that we're going to see ongoing HOME projects' protection that's going to happen. So we can provide operating assistance to the CHDO for multiple years, but there really needs to be an evaluation by the PJ on what is needed for what it is supporting.

We mentioned that when you're providing operating assistance, that you would, as part of your written agreement, provide some details about how you expect that funding to be used. So maybe one year you have the CHDO asking for operating assistance, because they want to maybe add a housing position to have appropriate capacity or maybe they want assistance to be able to train some existing staff.

Once that's been completed, in that following year, you may -- there may not be a need to continue to give them CHDO operating assistance or it may be that you really determined for this organization to be viable if you're just not bringing in enough revenue to be able to hold onto staff and continue to operate without you making some assistance available in the form of CHDO operating.

So you need some protocols on how you will evaluate and what your process will be for that. There was a question about CHDO proceeds and whether they are required to be used for HOME-eligible activities or they could be used for other low-income housing activities indefinitely. So for compliance-sake, at the point we -- you are tracking CHDO proceeds when funds are being paid back to the CHDO.

So let's say they have a sale of -- let's say they're doing homebuyer development and they sell a unit and they have some funds that are repaid back to that CHDO, if your written agreement with them is allowing them to keep those funds as opposed to repaying them back to the PJ, then those are going to be CHDO proceeds.

So you, as part of the compliance and overseeing that CHDO, need to make sure that the reuse of those funds for the first time is meeting eligibility.

So either it could be for another CHDO-eligible activity or you be able to demonstrate that it was for another low-income housing activity and that might simply be assisting with covering operating expenses for the organization, but it's that first reuse of funding that is requiring that oversight by the PJ in making sure that those CHDO proceeds have met the requirements of how they are to be used.

Shawna, anything coming in through our Q&A box?

Shawna LaRue Moraille: Yeah. Just a couple things here just to clarify. So one person had a question from the slides from yesterday about the CHDO being a homebuyer developer and it talks about how the CHDO must own the property and arrange for the financing. So the question was about basically, can you use HOME funds to acquire the property?

And of course, you can. There's no requirement that the CHDO own the property before coming in for HOME funds. Another question came in about housing units and whether or not the housing units can receive both state and local HOME funds. I think you had some people thinking about that. So the answer is, yes, the same unit can receive both state HOME funds and local HOME funds so long as you've done your underwriting and they need that much subsidy in that unit. We have seen that.

Les Warner: And I would just add it's pretty typical that let's say you were a local PJ and you were putting funding in a project and that project then applied to the state, pretty typically, the state's going to ask questions about have you gone to the local PJ and requested local HOME funds?

And either to be able to see that they've already funded what they have funds available for or maybe they have responded back that all of their funds have already been committed. So typically, the state's going to ask some questions about have you attempted to receive funding from the local, but not a problem to have funding from both.

Shawna LaRue Moraille: Okay. Great. And then the other two that came in are non-CHDO topics. So just let me know when you want those.

Les Warner: Sure, let's go for it.

Shawna LaRue Moraille: Okay. Great. So somebody wanted to clarify about when a certificate of occupancy was necessary. And so I believe that they're talking about maybe rental, new

construction where a certificate of occupancy is required to meet your property standard. It depends upon the jurisdiction if a C of O is required for like rehabilitation or something like that. That's up to your local policy and what your property standards say.

Les Warner: Yeah. Let's separate those out a little bit. So a certificate of occupancy, as you said, is a local requirement where they have inspected the unit and determined that it meets their standards for you to then allow someone to occupy that unit. So what you are held to for your HOME funds is being able to document that someone on behalf of the PJ has completed an inspection to document that that unit meets the HOME property standards.

So in some cases, that certificate of occupancy can be essentially a stand-in for that if we were able to look at the standard that was required in receiving that certificate of occupancy, if that fully covered -- if you, by definition, qualified for a certificate of occupancy, that you had met all the applicable HOME property standards.

But for instance, let's say I am doing a -- same thing, a rental rehabilitation project, and we're going to be covering this when we get into our actual activity section, but anytime you're doing rehabilitation you have your written rehabilitation standards that would apply. And so you may have some elements of your written rehabilitation standards that are not something that is included in what that inspector who is certifying the eligibility for the certificate of occupancy.

And so we can't simply say, oh, I've got a certificate of occupancy that handles it. HOME is requiring that we are inspecting and signing off to the applicable standards. The other part of that that's very important to not lose in the conversation is that as the administrator of the recipient of these HOME funds and administering the program, that the PJ is responsible to either directly themselves or their own staff or someone working on their behalf needs to be conducting those inspections.

So for instance, if I am -- let's say I am a small city and I do not have a city building department, but I have a county building inspector, that county building inspector is not working on behalf of the city who is the recipient of the HOME funds. And so unless we have an agreement in place where they agree to inspect on behalf of the city's HOME program, you have not met that threshold.

So you must have someone that's working on behalf of the HOME program and is certifying specifically to all the applicable property standards for the type of HOME project that you're actually undertaking. So a certificate of occupancy is important as part of meeting that local code and standard and may be a part of meeting the project completion definition for HOME, but they're sort of not one in the same.

Shawna LaRue Moraille: Okay. And then two other ones real quick. The first one is about can admin dollars be carried over into the next program year? And the answer is, yes, they can. And then final -- yeah.

Les Warner: [inaudible]. I'm not sure, we now have moved to a grants-based accounting system. And so I'm not sure that they actually can be carried forward. They are used for multiple years

while we have that grant open, but I think we need to probably double-check and give a solid answer on that when we make sure that that's true, because some of the rules have changed somewhat recently with our change to a grants-based accounting system on what we can roll forward and what we can't.

Shawna LaRue Moraille: The final question in the box is CHDO proceeds, whether or not they could be used for homebuyer education program, but does it need to be a specific activity identified in the annual action plan? So you define how CHDO proceeds are to be used and how they are to be reported to you and as Les covered yesterday, CHDO proceeds can be used for any number of different activities.

So it's completely up to you. And ongoing homebuyer education, I would argue that housing counseling would be a great use of your CHDO proceeds funds. So no problem with that, just define it and have it reported to you the first time that they're used.

Les Warner: Great. Shawna, you were going to -- you offered to show folks on the HUD Exchange and I think that might be some of the resources -- I think that might be a really good thing to demonstrate. Do you want to do that now?

Shawna LaRue Moraille: Sure. And then you can look at that question if you want to related to 2015 and 2016 funds. I hit the wrong button. Okay. Here we go. So here's the front of the HUD Exchange. So many of you are probably familiar with the HUD Exchange, but Les and I thought that we -- it would be worth just talking about a couple things. So the way you find the HOME program is to go into programs and the dropdown here is HOME.

And it has gone through a refresh recently in case you haven't visited lately. What's really great about what's here is that there are a lot of resources on HOME topics. So you can drill down and find everything you need to know, for example, about CHDO and there's always a section at the top here that covers like the HOME requirements in brief and some links to the regulations.

And then you will go down here and find resources by type. So there's some policy guidance, which comes in the form of the CHDO FAQs that are available, there's some HOMEfires, there's guidebooks here, like a CHDO survivor guide, things like that and then there are also links to webinars that have been held as well, videos and whatnot.

So for each of these, it opens up into like another page. One that I put in the chat box yesterday, hopefully folks saw that, was HOME monitoring and I did not link to this page in particular, but I linked to the CPD monitoring page, which is available and if you go down to HOME here, there's lots of great resources related to the HOME monitoring manual that talks through risk factors, your process for monitoring, things like that.

In terms of what's there, all these stars say that it hasn't been updated for the HOME Final Rule, however, there's still really good resources there, FAQs, things like that. So wanted to make sure that you saw that. Let's just go quickly back to the home page. So that's HOME topics kind of here in the middle.

If you want to get onto the mailing list -- and the mailing list is different than having a HUD Exchange account. So I wanted to make sure that I pointed that out to you. In order to register for this training, you had to have a HUD Exchange account. If you do not get the HUD Exchange listserv messages related to the HOME program, then you would want to sign up for the mailing list to make sure that you do that so you can get notified about rents and income limits, all of those things.

But you need to have your HUD Exchange account to take trainings and then separately you have to -- or we would recommend that you also would receive the mailing list so that you are apprised of anything that comes out, notices, whatnot. If you're looking for HOME grantee contacts, I know that we had a CHDO that wrote in yesterday that was looking for some information in the State of Wisconsin.

You can go over to the HOME grantees and find out who you can contact locally at your HOME PJ, at the city, the county, the state, also field contacts are here. Just scrolling down for a second, so HOME policy guidance, there's a whole separate section here on the laws and the regulations that you can go to. There's also quite a bit on the HOME Final Rule.

So in case you've been working in the program for some time, it might be helpful for you to look at what's changed in the last six years. There's also section by section summary, there's a bunch of other really good resources here. We also mentioned that the Part 2- -- 24 CFR -- sorry, 2 CFR Part 200. You can also get to it right here.

So that's the HOME laws and regulations. There's some notices as well. We mentioned a couple yesterday and I think I chatted at least one. So all the notices are here by dates. If you use the topics, you can find based upon topics, because all the notices are there as well, but it's worth getting to know like the notices and some of the ones that are still in effect, like the one on match is back in 1997 and we mentioned that this was still the most current.

So I think Les covered this, but need to make sure that you're aware that notices do not expire. So they're perfectly good. I'll skip over policy memos. Some of those were written about like CAPER and whatnot. HOME facts are really helpful if you work in IDIS to make sure that you're aware of any recent changes that might've happened and this is where it gets into grants-based accounting and things like that.

HOMEfires takes one question and provides an answer to HOMEfires. There's also the HOME frequently asked questions. So there's a way to just download all of them in a PDF. You can also go to the HOME frequently asked questions landing page and they're categorized for you in terms of activity, crosscutting, program management, things like that.

CHDOs have its own section as we talked about. You can also just try to like -- like if you're looking at CHDO proceeds or if you're looking at recapture, I should choose one that has like a bunch of things written about it, like program income maybe. So whatever you're looking for you can find and see if there's like a keyword search for something that you're looking for.

This is not practice in advance. I do this all the time. So sorry about that, but I promise you there's a lot of them there. HOME income limits are listed here and you can get the most recent. It talks about the effective date. The same is true for the rent limits as well. You can go in and find all of the rent limits. Rent limits and income limits are probably the two most popular questions we get in the info box on the HUD Exchange, but everything is right here for you if you just bookmark this page.

Les hasn't talked about the maximum purchase price, that's homeownership. I'll talk about that next week. But the after-rehab -- I'm sorry, the after-rehab value will be covered next week, but there are limits in terms of the HOME program. The pre-unit subsidy I covered already last week based upon the 234 limit.

So you'll see here this is the basic limit and then there are some high-cost percentages as well depending upon where you live. So it's important to get to know that. And then there's also a number of HOME reports. So these are HOME reports that are based upon IDIS data, but if you don't have access to IDIS, you can take a look at the HOME reports that are available here.

Most people go in and look at these deadline compliance status reports and there's also one that's grants-specific that starts 2015 forward. It's really helpful to stay on top of your grant by looking at those. So those PJs on the call, they would find that helpful. I would also pay attention to your expiring funds. There's a whole section on expiring funds, because funds do expire because of the National Defense Authorization Act.

So we have to keep those in mind. And then we have links to IDIS here and then also you might be looking at just what are the HOME formula allocations. We go back to HUD on this particular page and it's provided to you in Excel. Let's see, every time the mailing list comes out for the HOME program, it's achieved here.

So in case you join the mailing list like immediately after this session, because you're like I want to make sure I don't miss anything, you can go to the archive here and there is links to building HOME if you want to recommend the course to other people and then also some other training material. So that is, again, program, HOME.

You can also get to other programs if you're working on CDBG or you might be looking for consolidated plans. There are consolidated plans, annual action plans and CAPERs on the HUD Exchange now. So that might be helpful to you. If you log into IDIS, you can go to the direct login here. What else was I going to say?

The resources -- you could go directly to the resource library and you can search resources. You can also search FAQ collections. If the resource that you're looking for is identified as a resources, I know that might sound funny, if you're not sure if it's a resource or maybe it's a page, like the CPD monitoring is a page, I often use the magnifying glass and we've spent a lot of time over the last couple of years --

I should probably just Google something else, but let's say I'm looking for 9703, which is the match notice, it'll automatically go to the notice here. Or maybe I am asking about HOME rental

compliance guide, I constantly look that up, because I provide the link to a lot of people, which is really great about, again, the magnifying glass is that it might say, are you looking for a page and pages appear first and then after that, it goes into the resources.

So the PJ compliance guide is down here. There are two different ones that pop up. You can also drill down over here, you can filter by topic, that type of thing, but I think that's really helpful. And then finally, there -- the HOME program is no longer supported with an ask-a-question desk, it was for a couple years, but you can certainly --

If you need technical assistance, you can fill out the paperwork that's here. It goes into HUD headquarters. If you would like technical assistance on a detailed topic, sometimes it's up to 16 hours of technical assistance, sometimes it's somebody comes onsite, it's usually the former these days, but if you need something, you could certainly look at that.

And then I already mentioned the grantee contact page, but you can also look at awards and allocations besides contact information here. So it's pretty helpful. So I think that's it unless there's something here you want me to specifically show, Les, that I did not.

Les Warner: No. I think that was really good and I would just mention that like when you showed the example of income limits and rent limits, if you were going out -- and we'll talk as we get into long-term compliance under rental. We might be going out and monitoring a project after it's been completed.

I might need to look up if they were approving a household in 2016, let's say, or 2017, I might need to look back to see what were the income limits that were in place at that point and this would be one of the places that you could go to to pull up those limits as part of preparing for your monitoring. And I would just also mention that there are a lot of non-HOME resources.

So things related to environmental review, labor -- some of these other overarching federal requirements that they, particularly in recent years, have really been expanded and made a lot more useful. So it's just a very good go-to spot to kind of track some of these things down.

But we will be sending, at the end of this series, out a resource list for, I think, probably all of the notices or guides or things that we've mentioned as part of this training, but all of those would also be available to be found simply by searching on the HUD Exchange for those. So that brings us pretty much to the top of the hour.

I'll just remind folks that next week, next Wednesday at 1:00 o'clock Eastern Time will be our next delivery of building HOME and we're going to be starting into the four eligible activities. So next Wednesday we'll be talking about our homeowner rehabilitation and our homebuyer activity. If you have time, I would suggest that you take a look at those chapters in advance to that session.

It may help you to grab more of that information. And with that, I think I'll thank everybody for participating and we'll look forward to having you join us again next week.