

U.S. Department of Housing and Urban Development  
**Community Planning and Development**

**Special Attention of:**

**Notice:** CPD-02-01

All Secretary's Representatives  
All State Area Coordinators  
All CPD Division Directors  
All HOME Program Coordinators

Issued: April 11, 2002  
Expires: April 11, 2003

Cross References:

**Subject:** HOME Program - Match Reductions for Fiscal Distress for Fiscal Years 2001 and 2002, and for Presidentially-Declared Disasters

**I. Purpose**

The purpose of this notice is to provide match reductions for HOME Program participating jurisdictions (PJs) satisfying the distress criteria in accordance with 24 CFR 92.222 of the HOME Program regulations. This notice also describes procedures for notifying Headquarters of match reductions approved by Field Offices for Presidentially-declared disasters.

**II. Matching Contribution Requirement**

Starting with Fiscal Year 1993 funds, participating jurisdictions were required to make contributions to housing that qualifies as affordable housing under the HOME Program. During a fiscal year, the contributions must total not less than 25 percent of the HOME funds drawn from the PJ's HOME Investment Trust Fund Treasury account in that fiscal year for project costs, unless the participating jurisdiction has received a reduction in the match requirement. Eligible forms of matching contribution are listed at 24 CFR 92.220.

The HOME Program statute provides for a reduction of the matching contribution requirement under the following two circumstances:

**A. Fiscal Distress**

Section 92.222 of the HOME regulations provides that HUD may grant a match reduction to State and local PJs if it finds that the State or local government is in fiscal distress or severe fiscal distress. PJs must make a request for a match reduction to the Field Offices. The field office will not grant the reduction without the request from the PJ. The match obligation for PJs in fiscal distress and severe fiscal distress shall be reduced by 50 percent and 100 percent respectively, for the fiscal year in which the finding is made and the next fiscal year.

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## B. Presidential Declaration of Major Disaster

If a PJ is located in an area in which a declaration of major disaster pursuant to the Robert T. Stafford Disaster Relief and Emergency Assistance Act is made, the HUD Field Office may reduce the PJ's matching requirement by up to 100 percent for the fiscal year in which the declaration of major disaster is made and the following fiscal year for a local PJ; for a State PJ during that same period, the matching requirement may be reduced by the Field Office by up to 100 percent with respect to any funds expended in the area to which the declaration of major disaster applies.

## III. Reduction for Fiscal Distress

Attachments A and A-1 list all local jurisdictions eligible for a formula allocation in Fiscal Years 2001 and 2002, respectively, and indicates which are in fiscal distress or severe fiscal distress. The local jurisdictions which meet one of the distress criteria are determined to be in fiscal distress and receive a 50 percent reduction of match. Those jurisdictions which satisfy both of the distress criteria are determined to be in severe fiscal distress and receive a 100 percent reduction in match.

Attachments B and B-1 list for Fiscal Years 2001 and 2002, respectively, the States, including the District of Columbia and Puerto Rico, which are defined as States by the HOME statute, and indicates which are in fiscal distress or severe fiscal distress. States that satisfy one of the criteria are considered in fiscal distress and receive a 50 percent match reduction. States that satisfy at least two of the three distress criteria are considered in severe fiscal distress and receive a 100 percent match reduction.

## IV. Distress Criteria

If a jurisdiction's family poverty rate is 125 percent or more of the average national poverty rate, the jurisdiction qualifies as being distressed based on the poverty criterion. In 1990 (the latest year for which information is available) the average national rate for families in poverty was 10.6 percent. Thus, for a jurisdiction to qualify as distressed based on poverty its percent of families in poverty must be 13.2 percent or higher. Prior to 1999, the percentage of elderly households in poverty was also considered. Jurisdictions which received credit for the poverty criterion based on elderly poverty are indicated in the attachments.

To qualify under the per capita income (PCI) criterion, the PCI for the jurisdiction must be less than 75 percent of the national average (which was \$14,277 in 1989--latest available data) or less than \$10,708.

For States, to qualify under the personal income growth rate criterion, the State's rate must be less than 75 percent of the average national personal income growth rate during the most recent four quarters. The average national personal income growth rate from the second quarter of 2000 to the end of the second quarter of 2001 was 5.3 percent and the threshold level was 4.0 percent. States qualifying under this factor experienced income growth of less than 4.0 percent during the period.

## **V. Period of Match Reduction**

The period of match reduction is for two fiscal years. The reductions listed for FY 2001 apply to FY 2001 and FY 2002. The reductions listed for FY 2002 apply to FY 2002 and FY 2003. A PJ may be entitled to a greater reduction in a subsequent fiscal year. In that case, the PJ may use the higher reduction for a two-year period.

## **VI. Match Reductions Due to Presidentially-Declared Disasters**

Field Offices must notify Headquarters of match reductions approved due to Presidentially-Declared Disasters. The notification which is to include a copy of the approval letter to the participating jurisdiction and the declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act should be sent to: Office of Affordable Housing Programs, Attention: Patricia Mason.

## **VII. Donated or Voluntary Labor**

For Fiscal Years 2001 and 2002 the rate for the value of donated or voluntary unskilled labor contributed as match is \$10 per hour. Beginning October 16, 1996, (effective date of HOME Program final rule) the value of skilled labor or professional services is determined by the rate that the individual or entity performing the labor or service normally charges (see 92.220(a)(8)).

## **VIII. Integrated Disbursement Information System**

Chapter 15.13 of the IDIS Reference Manual located at [www.hud.gov/offices/cpd/systems/idis/index.cfm](http://www.hud.gov/offices/cpd/systems/idis/index.cfm) provides instructions on how to enter match reductions on the C04MU20 screen.