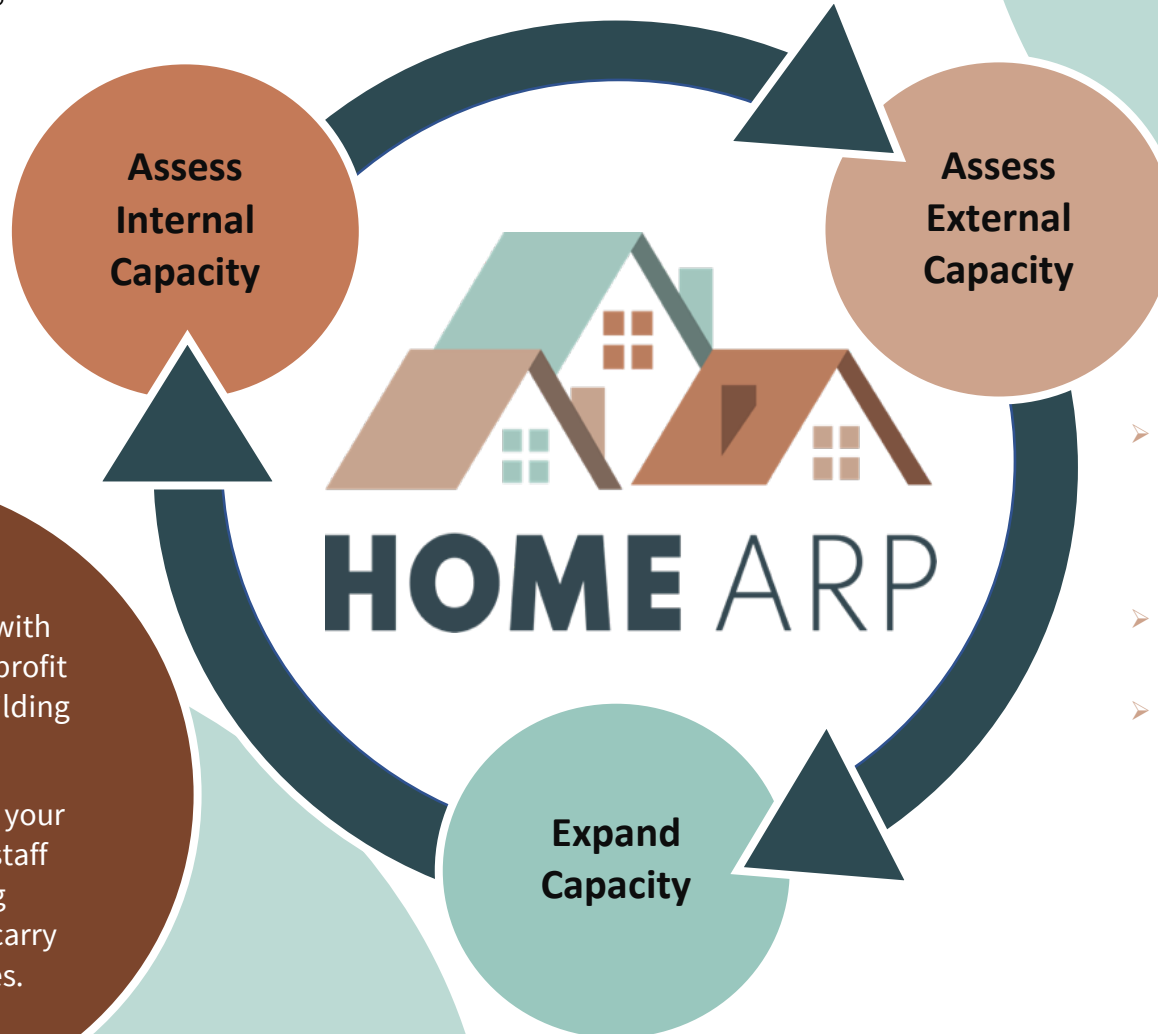


HOME-ARP: Effective Administration of Funds

HOME-ARP is a one-time allocation to be used for strategic local investments in housing, homelessness assistance, and supportive services implementation.

Participating Jurisdictions (PJs) are responsible for managing the day-to-day operations of HOME-ARP programs and should assess and expand capacity as needed to ensure effective program implementation.

- Identify the knowledge, skills, and abilities necessary for development, performance, and compliance
- Assess gaps in current internal capacity



Reminder!

HOME-ARP provides PJs with the flexibility to fund non-profit operating and capacity building assistance.

Use this funding to ensure your non-profit partners hire staff and authorize training opportunities needed to carry out HOME-ARP activities.

- Assess capacity of existing and potential subrecipient, state recipient, and development partners
- Identify the knowledge, skills, and abilities of external partners
- Evaluate how your partners can support short-term and long-term success

- Hire temporary or permanent staff to fill gaps
- Use consultants to meet capacity needs, such as hiring an underwriter or construction manager for a rental project

HOME-ARP: Pillars of Success



Ensure your team has the skills necessary to support a successful HOME-ARP program through September 2030.

Program Administration

Underwriting and Due Diligence tasks:

- Assess project viability and long-term financial feasibility for construction projects
- Determine funding gaps and confirm needed HOME-ARP investment for capital projects
- Assess and right-size HOME-ARP TBRA and supportive services assistance for qualifying populations

Policies and Procedures for:

- Administering HOME-ARP program (ongoing assessment of staff capacity, implement project selection process, and distribute funding)
- Operating non-congregate shelter, rental housing, tenant-based rental assistance, and supportive services projects
- Overseeing developers, subrecipients, and contractors

Asset Management of activities through the applicable program compliance period:

- Document Qualifying Population (QP) eligibility (at lease up) & income determinations (throughout tenancy)
- Inspect properties
- Complete required reporting
- Evaluate performance
- Prepare for audits
- Provide ongoing educational opportunities to ensure compliance during monitoring