



# HOME-ARP Office Hours

# Today's Presenters

- Ginny Sardone, Director, OAHP
- Courtney Christenson, Affordable Housing Specialist, FISS, OAHP
- Teresa Palacio, Affordable Housing Specialist, FISS, OAHP
- Daniel Coghlan, Grants Management Specialist, PPD, OAHP
- Jadzia Hardeman, Grants Management Specialist, PPD, OAHP
- Ajeenah Sharif, Grants Management Specialist, PPD, OAHP



# Agenda

---

Introduction and HOME-ARP Program Status

---

HOME-ARP Activities: Rental, Rental Operating & TBRA

---

Reporting HOME-ARP Activity Accomplishments in IDIS





# HOME-ARP Program Status

# HOME-ARP Allocation Plan Updates

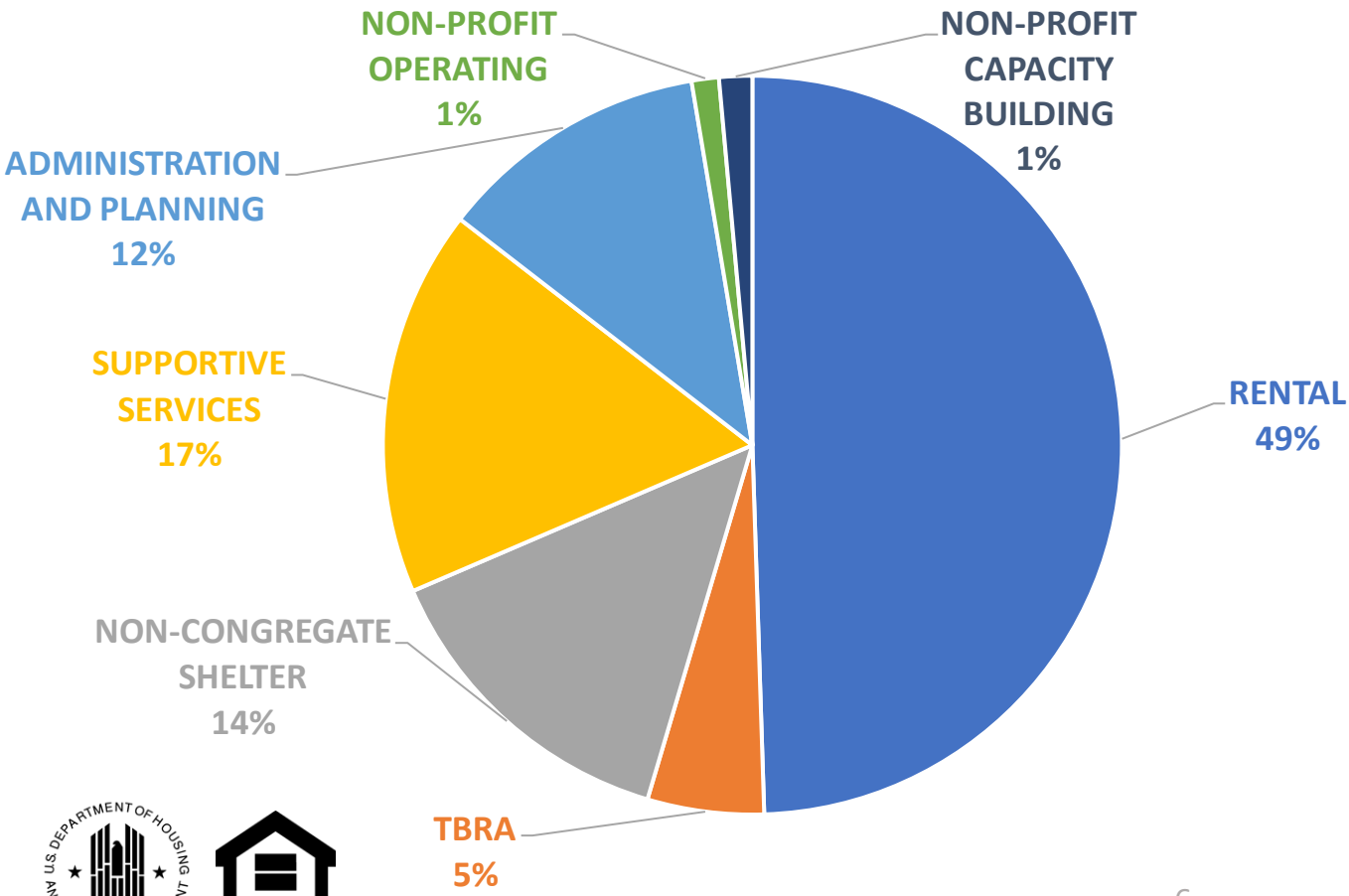
- 648 PJs eligible for HOME-ARP allocation
  - Allocation plans were submitted 643 99%
  - PJs declined HOME-ARP funds 5 <1%
  - Accepted allocation plans 638 98%
  - Plans to be resubmitted/under review 4 <1%

\* Data current as of June 1, 2024



# How PJs Plan to Use HOME-ARP Funds

## Distribution of HOME-ARP Funds by Activity



### Housing Goals

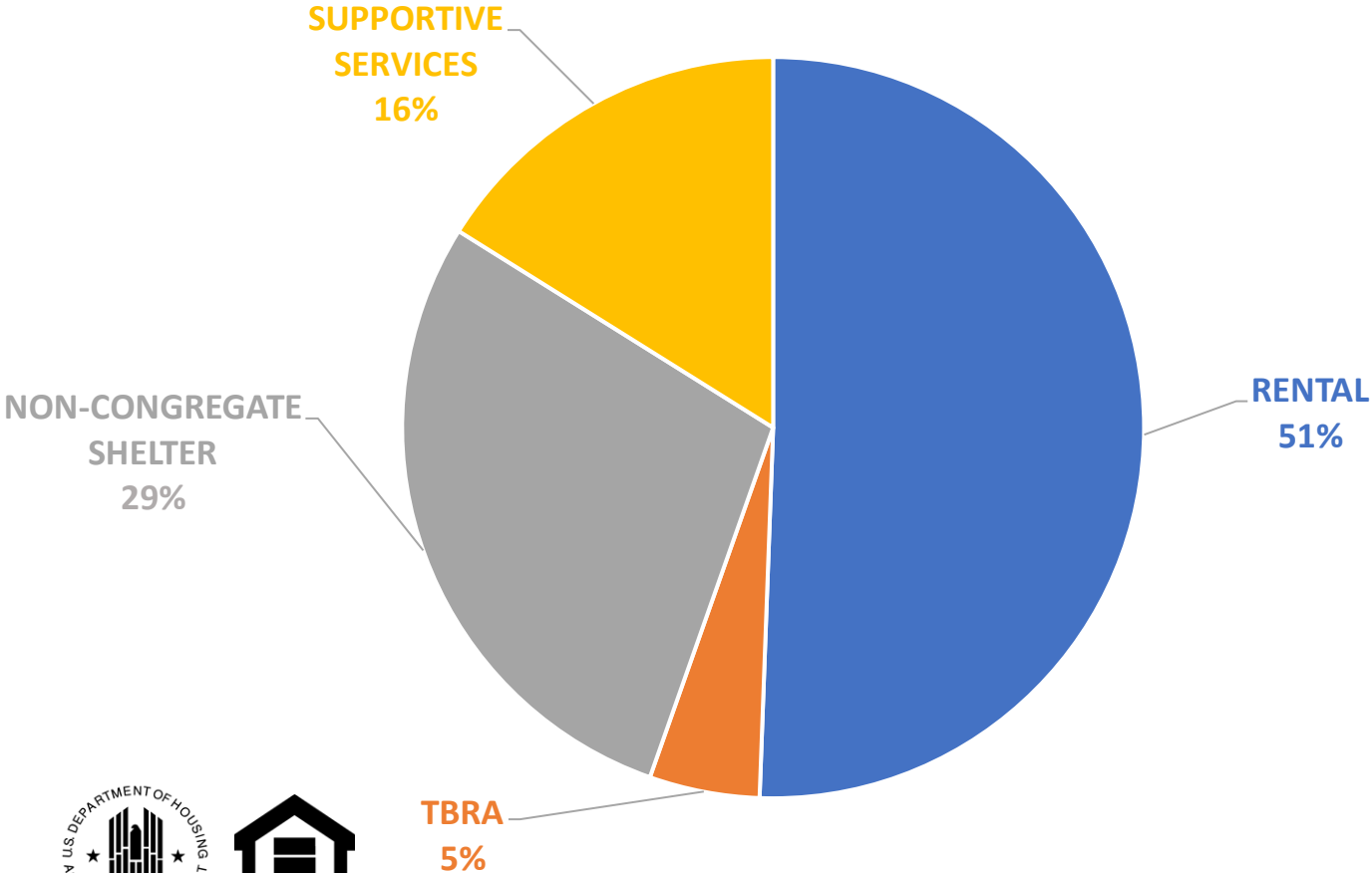
- 22,046 Units Produced
- 24,715 Units Supported

\* Data current as of June 1, 2024



# HOME-ARP Funds Expended

## Expenditure of HOME-ARP Funds by Activity



**Total HOME-ARP Expenditures  
\$200,196,995.69**

Data current as of June 1, 2024  
\*does not include AD/CO/CB





# HOME-ARP Activities



# HOME-ARP Activities

## HOME-ARP Activity Types:

- Rental & Rental Operating
- Tenant Based Rental Assistance (TBRA)

## HOME-ARP Activity Reporting Information depends on:

- Activity Type
- Definition of HOME-ARP Project per the [HOME-ARP Notice](#)





# HOME-ARP Rental & Rental Operating

# HOME-ARP Rental Housing Eligible Costs

- Eligible costs in CPD Notice 21-10, Section VI.B.5 (grouped here for convenience):
  - Rental Development, items A – D and F
  - Relocation, item E
  - Rental Operating: Ongoing Operating Cost Assistance and Capitalized Operating Cost Assistance Reserve, item G



# Eligible Cost: Development

- Hard costs: construction, rehab, acquisition, demolition
- Soft costs: construction, rehab, acquisition, demolition
- Refinancing to achieve affordability
- Loan repayments (under certain circumstances)



# Eligible Cost: Relocation

- The cost of relocation payments and other relocation assistance to persons displaced by the project are eligible costs (as defined in 24 CFR 92.206). This includes:
  - Replacement housing payments,
  - Payments for moving expenses,
  - Payments for reasonable out-of-pocket costs incurred in the temporary relocation of persons,
  - And staffing/overhead costs directly related to relocation/advisory services provided to persons displaced by the project.
- Relocation costs must comply with relocation compliance requirements detailed in 24 CFR 92.353.



# Eligible Costs: Ongoing Operating Cost Assistance

- Ongoing payments may be made to a qualifying HOME ARP rental project as operating cost assistance.
  - Ongoing payments can only be made up until *September 30, 2030*
- Eligible costs are limited to the amount necessary to address operating deficits associated with HOME-ARP Rental Housing units. Eligible costs include:
  - Admin expenses, property management fees, insurance, utilities, property taxes, maintenance, employment of a Resident Services Coordinator, property management fees
- Additionally, PJs may establish a replacement reserve account for major systems or make periodic payments into a major systems replacement reserve account



# Eligible Costs: Capitalized Operating Cost Assistance Reserve

- A cost assistance reserve is limited to the amount necessary to address operating deficits associated with HOME-ARP Rental Housing units. Eligible costs include:
  - Admin expenses, property management fees, insurance, utilities, property taxes, maintenance, employment of a Resident Services Coordinator, property management fees, replacement reserve account for major systems or periodic payments into a replacement reserve account
- PJs cannot use both ongoing cost assistance and an OC reserve account to support a single rental project
  - The PJ *must* establish the requirement for operating cost assistance in its written agreement with the rental project owner, including how cost assistance will be provided.



# Reporting Requirements: Completion and Occupancy

## Project Completion Deadline

- HOME-ARP rental projects must be completed within 4 years of project commitment
- Project completion means:
  - Construction is complete and all necessary title transfer requirements have been met
  - Project complies with all HOME-ARP requirements, including property standards
  - Final drawdown of HOME-ARP capital funds has been disbursed

## Occupancy Deadline

- HOME-ARP units must be occupied by eligible qualifying populations or low-income households within 6 months of project completion
  - If not occupied, PJ must submit information on efforts to fill units, and, if appropriate, a marketing plan to HUD
  - Must repay HOME-ARP funds invested in units not occupied within 12 months of completion





# Reporting Requirements: Number of Units

## Targeting:

- Not less than 70% of total HOME-ARP rental units assisted by PJ across the entirety of its HOME-ARP grant must be restricted for occupancy by qualifying population households (at the time of their initial occupancy)
  - Qualifying Population (QP) units
- Not more than 30% of total HOME-ARP rental units assisted by the PJ may be restricted for occupancy by low-income households (24 CFR 92.2)
  - A low-income household is defined as a household earning no more than 30% of AMI
  - Proportions in individual projects may vary, but LI units are only allowed in projects that also have QP units restricted for qualifying population households



# Reporting Requirements: Minimum Compliance Period

## Minimum Compliance Period:

- Minimum 15-year compliance period irrespective of amount of assistance or activity undertaken
  - PJ may impose longer compliance period but cannot provide operating cost assistance to cover deficits during extended compliance period
- If project-based rental Housing Assistance Payments (HAP)
  - Compliance period is greater of 15 years or the term on the HAP contract



# Reporting Requirements: Beneficiary Information

## Qualifying Population Households:

- Monthly Rent – PJ must use the definition of annual income at 24 CFR 5.609 and the process described in the Notice to determine the household's contribution to rent
  - Rent cannot exceed the HOME-ARP rent limits except units that receive project or tenant based rental assistance
- Qualifying population definition, household size, and demographic information
- Whether the household or unit receives rental assistance



# Reporting Requirements: Beneficiary Information

## Low-Income Households:

- Monthly Rent – may not exceed the HOME rent limits except units that receive project or tenant based rental assistance
- Status as low-income household, household size and demographic information
- % of Median Income - eligibility as a low-income household based on the definition of annual income at 24 CFR 5.609 and the process described in the Notice
- Whether the household or unit receives rental assistance
- **Please note that rent limits include rent plus the utility allowance. PJs must establish maximum allowances for utilities and services and update annually**



# HOME-ARP Rental & Rental Operating Overview



Written Agreement:  
includes Rental +  
Rental Operating



Rental Activity in IDIS:  
Setup, Fund, Draw  
funds, and Complete



Rental Operating  
Activity in IDIS:  
Setup, Fund, Draw  
funds, and Complete



# Rental & Rental Operating Reporting in IDIS

- HOME-ARP Rental and Rental Operating are *separate activities*
- Rental Operating activity *cannot* exist without a *completed* Rental activity
- HOME-ARP Rental activity must be:
  - (1) Marked as needing rental operating assistance, AND
  - (2) In “Completed” status



**Activity**

**Edit Activity**

Save | Cancel

\*Indicates Required Field

**Activity**

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

**Project**

- Add
- Search
- Copy

**Consolidated Plans**

- Add
- Copy
- Search

**Annual Action Plans**

- Add
- Copy
- Search

**Consolidated Annual Performance Evaluation Report**

- Add
- Search

**Utilities**

- Home
- Data Downloads
- Print Page
- Help

**Links**

- ? Contact Support
- 📄 Rules of Behavior
- CPD Home
- HUD Home

**Activity Owner:**  
ALBANY, GA

**IDIS Activity ID:**  
2064

**IDIS Project ID/Project Title (Program Year):**  
1/Affordable Homeownership Program (2021)  
Change Project

**\*Activity Name:**  
HOME-ARP Rental Activity

**Activity Status:**  
Open

**Completion Date:**  
(mm/dd/yyyy)

**Grantee/PJ Activity ID:**

**Initial Funding Date:**  
03/06/2024

Program	*Activity Category ⓘ	Ready to Fund	Funded	Setup Detail	Accomplishment	Completion Check
CDBG	♦ Is this activity to prevent, prepare for, and respond to coronavirus?* <input type="radio"/> No <input type="radio"/> Yes ♦ Does this activity use Section 108 loan? <b>No</b> Change answer None	No	No	Add CDBG	Add CDBG Accomp.	
ESG	None	No	No	Add ESG	Add ESG Accomp.	
HOME	<input checked="" type="checkbox"/> HOME-ARP Rental	Yes	Yes	Edit HOME	Add HOME Accomp.	Check HOME
HOPWA	None	No	No	Add HOPWA	Add HOPWA Accomp.	
HESG	None	No	No	Add HESG		
HOPWA-C	None	No	No	Add HOPWA-C	Add HOPWA-C Accomp.	
HTF	None	No	No	Add HTF	Add HTF Accomp.	

Activity Funding



### Activity

#### Add HOME-ARP Completion Detail (Page 1)

#### Rental

|  |

\* Indicates Required Field

<b>Grantee/PJ Activity ID:</b> N/A	<b>Activity Name:</b> HOME-ARP Rental Activity	<b>Program Year/Project ID:</b> 2021/1
<b>IDIS Activity ID:</b> 2064	<b>Activity Owner:</b> ALBANY	<b>Project Title:</b> Affordable Homeownership Program
<b>HOME-ARP Multiple-address:</b> No	<b>HOME-ARP Completion Activity Type:</b>	<b>Number of HOME-ARP-Assisted Units:</b> 5
<b>Activity Address:</b> 123 N Front St Albany, GA 31701-2554		

**Completion Narrative:** (Maximum 4000 characters) ⓘ



**\*Completion Activity Type:** ⓘ

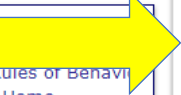
**\*Property Type:** ⓘ

**Will operating costs be needed for this activity?**  
 Yes  No

**Mixed Use:**  
 Yes  No

**Mixed Income:**  
 Yes  No





\*Completion Activity Type: ?  
 Rehabilitation Only

\*Property Type: ?  
 Apartment

Will operating costs be needed for this activity?  
 Yes  No

Mixed Use:  
 Yes  No

Mixed Income:  
 Yes  No

**Units**

\*Total Completed Units: ?

\*Total HOME-ARP-Assisted Units: ?

Total HOME-ARP QP Units: ? )

Of the Total Completed Units, the Number of

	Total	HOME-ARP-Assisted
Energy Star Certified Units	<input type="text"/>	<input type="text"/>
Section 504 Accessible Units	<input type="text"/>	
Units Designated for Persons with HIV/AIDS	<input type="text"/>	<input type="text"/>
Of Units Designated for Persons with HIV/AIDS, Number of Units for the Chronically Homeless	<input type="text"/>	<input type="text"/>
Units Designated for Homeless Persons and Families	<input type="text"/>	<input type="text"/>
Of Units Designated for Homeless Persons and Families, Number of Units for the Chronically Homeless	<input type="text"/>	<input type="text"/>

**Period of Affordability**

If you are imposing a period of affordability that is longer than the regulatory minimum, enter the total years (HOME minimum + additional) of affordability.

Total Years of Affordability: ?

Save | Save and Continue | Cancel

**Project**  
- Add  
- Search  
- Copy

**Consolidated Plans**  
- Add  
- Copy  
- Search

**Annual Action Plans**  
- Add  
- Copy  
- Search

**Consolidated Annual Performance Evaluation Report**  
- Add  
- Search

**Utilities**  
- Home  
- Data Downloads  
- Print Page  
- Help

**Links**  
- Contact Support  
- Rules of Behavior  
- CPD Home  
- HUD Home

**\* Indicates Required Field**

<b>Grantee/PJ Activity ID:</b> N/A	<b>Activity Name:</b> HOME-ARP Rental Activity	<b>Program Year/Project ID:</b> 2021/1
<b>IDIS Activity ID:</b> 2064	<b>Activity Owner:</b> ALBANY	<b>Project Title:</b> Affordable Homeownership Program
<b>HOME-ARP Multiple-address:</b> No	<b>HOME-ARP Completion Activity Type:</b> Rehabilitation Only	<b>Number of HOME-ARP-Assisted Units:</b> 5
<b>Activity Address:</b> 123 N Front St Albany, GA 31701-2554		

Location Costs Beneficiaries ⓘ

**Lead Pa**

**\*Application Lead Paint Requirement:**

- Housing constructed before 1978
- Exempt housing constructed 1978 or later ⓘ
- Other exempt ⓘ

**\*Lead Hazard Remediation Actions:**

- Lead Safe Work Practices (24 CFR 35.930(b)) ⓘ
- Interim Controls or Standard Practices (24 CFR 35.930(c)) ⓘ
- Abatement (24 CFR 35.930(d)) ⓘ

**Property**

**FHA Insured:** ⓘ

- Yes
- No

**HOME-ARP Funds**

Form of Assistance	
Amortized Loan	\$ <input type="text"/>
Grant	\$ <input type="text" value="500,000.00"/>
Deferred Payment Loan	\$ <input type="text"/>
Other	\$ <input type="text"/>
<b>Total</b>	\$ <input type="text" value="500,000.00"/>

**Public Funds**

Form of Assistance	
Other Federal Funds	\$ <input type="text"/>
State/Local Funds	\$ <input type="text" value="40,000.00"/>
Tax-Exempt Bond Proceeds	\$ <input type="text"/>
<b>Total</b>	\$ <input type="text" value="40,000.00"/>

**Private Funds**

Form of Assistance	
Private Loans	\$ <input type="text"/>
Owner Cash Contributions	\$ <input type="text"/>
Private Grants	\$ <input type="text"/>
<b>Total</b>	\$ <input type="text" value="0.00"/>

**Other**

Form of Assistance	
Low Income Housing Tax Credit Proceeds	\$ <input type="text"/>
<b>Total</b>	\$ <input type="text" value="0.00"/>

**Activity Totals**

<b>HOME-ARP Funds</b>	\$ <input type="text" value="500,000.00"/>
<b>All Funds</b>	\$ <input type="text" value="540,000.00"/>
<b>Total HOME-ARP Funds Disbursed</b>	\$ <input type="text" value="500,000.00"/>

\* Indicates Required Field

<b>Grantee/PJ Activity ID:</b> N/A	<b>Activity Name:</b> HOME-ARP Rental Activity	<b>Program Year/Project ID:</b> 2021/1
<b>IDIS Activity ID:</b> 2064	<b>Activity Owner:</b> ALBANY	<b>Project Title:</b> Affordable Homeownership Program
<b>HOME-ARP Multiple-address:</b> No	<b>HOME-ARP Completion Activity Type:</b> Rehabilitation Only	<b>Number of HOME-ARP-Assisted Units:</b> 5

**Activity Address:**  
123 N Front St  
Albany, GA 31701-2554

Location Costs **Beneficiaries** ⓘ

Line	*Unit No.	*Number of Bedrooms	*Occupant	*Total Monthly Rent	Household							*Assistance Type
					*Qualifying Population	*% Median Income ⓘ	*Hispanic /Latino	*Race	*Size ⓘ	*Type	*Veteran	
1		Select	Select		Low Income Household	Select	Select	Select	Select	Select	Select	Select
2		SRO/Efficiency 1 bedroom	Tenant		Homeless	0 to 30%	Yes	White	1 person	Single, Non-Elderly	Yes	Section 8
3		2 bedrooms	Owner		At Risk of Homelessness	30+ to 50%	No	Black/African American	2 persons	Elderly	No	HOME TBRA
4		3 bedrooms	Vacant		Other QP	50+ to 60%	Select	Asian	3 persons	Single Parent	Select	HOME-ARP TBRA
5		4 bedrooms	Select		Low Income Household	60+ to 80%	Select	American Indian/Alaskan Native	4 persons	Two Parents	Select	Other Federal, State, or Local Assistance
6		5+ bedrooms	Select		Select	Select	Select	Native Hawaiian/Other Pacific Islander	5 persons	Other	Select	No Assistance
7		Select	Select		Select	Select	Select	American Indian/Alaskan Native & White	6 persons	Select	Select	Select
8		Select	Select		Select	Select	Select	Asian & White	7 persons	Select	Select	Select
9		Select	Select		Select	Select	Select	Black/African American & White	8+ persons	Select	Select	Select
10		Select	Select		Select	Select	Select	Amer. Indian/Alaskan Native & Black/African Amer.	Select	Select	Select	Select
11		Select	Select		Select	Select	Select	Other multi-racial	Select	Select	Select	Select

Save and Previous Page | Save | Cancel

\* Indicates Required Field

**Grantee/PJ Activity ID:**

N/A

**Activity Name:**

HOME-ARP Rental Activity

**Program Year/Project ID:**

2021/1

**IDIS Activity ID:**

2064

**Activity Owner:**

ALBANY

**Project Title:**

Affordable Homeownership Program

**HOME-ARP Multiple-address:**

No

**HOME-ARP Completion Activity Type:**

Rehabilitation Only

**Number of HOME-ARP-Assisted Units:**

5

**Activity Address:**

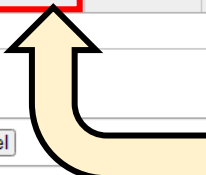
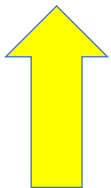
123 N Front St  
Albany, GA 31701-2554

Location Costs **Beneficiaries** ⓘ

Line	*Unit No.	*Number of Bedrooms	*Occupant	*Total Monthly Rent	Household							*Assistance Type
					*Qualifying Population	*% Median Income ⓘ	*Hispanic /Latino	*Race	*Size ⓘ	*Type	*Veteran	
1	1	SRO/Efficiency	Tenant	2500	Low Income Household	0 to 30%	Yes	White	1 person	Single, Non-Elderly	Yes	Section 8
2	2	1 bedroom	Tenant	2700	At Risk of Homelessness	Select	No	Black/African American	2 persons	Elderly	No	HOME TBRA
3	3	2 bedrooms	Vacant		Select	Select	No	Select	Select	Select	Select	Select
4	4	3 bedrooms	Vacant		Select	Select	No	Select	Select	Select	Select	Select
5	5	4 bedrooms	Vacant		Select	Select	No	Select	Select	Select	Select	Select

Save and Previous Page | Save | Cancel

Note: All units must have occupancy data entered in IDIS before the grant can be closed out in IDIS



- Switch Profile
- Add My Access
- Logout

## Activity

### Edit Activity

- HOME-ARP Completion has been saved

Save | Cancel

#### Activity

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

#### Project

- Add
- Search
- Copy

#### Consolidated Plans

- Add
- Copy
- Search

#### Annual Action Plans

- Add
- Copy
- Search

#### Consolidated Annual Performance Evaluation Report

- Add
- Search

#### Utilities

- Home
- Data Downloads
- Print Page
- Help

#### Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

\*Indicates Required Field

**Activity Owner:**  
ALBANY, GA

**Activity Status:**  
Open

**IDIS Activity ID:**  
2064

**Completion Date:**  
(mm/dd/yyyy)

**IDIS Project ID/Project Title (Program Year):**  
1/Affordable Homeownership Program (2021)

**Grantee/PJ Activity ID:**

Change Project

**Initial Funding Date:**  
03/06/2024

**\*Activity Name:**

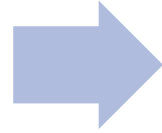
HOME-ARP Rental Activity

Program	*Activity Category ⓘ	Ready to Fund	Funded	Setup Detail	Accomplishment	Completion Check
CDBG	♦ Is this activity to prevent, prepare for, and respond to coronavirus?* <input type="radio"/> No <input type="radio"/> Yes ♦ Does this activity use Section 108 loan? <b>No</b> <a href="#">Change answer</a> None	No	No	<a href="#">Add CDBG</a>	<a href="#">Add CDBG Accomp.</a>	
ESG	None	No	No	<a href="#">Add ESG</a>	<a href="#">Add ESG Accomp.</a>	
HOME	<input checked="" type="checkbox"/> HOME-ARP Rental	Yes	Yes	<a href="#">Edit HOME</a>	<a href="#">Edit HOME Accomp.</a>	<a href="#">Check HOME</a>
HOPWA	None	No	No	<a href="#">Add HOPWA</a>	<a href="#">Add HOPWA Accomp.</a>	
HESG	None	No	No	<a href="#">Add HESG</a>		
HOPWA-C	None	No	No	<a href="#">Add HOPWA-C</a>	<a href="#">Add HOPWA-C Accomp.</a>	
HTF	None	No	No	<a href="#">Add HTF</a>	<a href="#">Add HTF Accomp.</a>	
<a href="#">Activity Funding</a>						

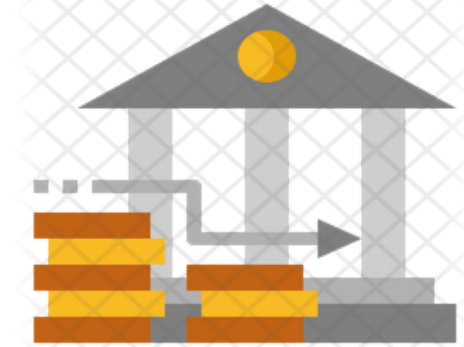
# HOME-ARP Rental & Rental Operating Overview



Written Agreement:  
includes Rental +  
Rental Operating



Rental Activity in IDIS:  
Setup, Fund, Draw  
funds, and Complete



Rental Operating  
Activity in IDIS:  
Setup, Fund, Draw  
funds, and Complete



# Rental Operating Reporting in IDIS

- All setup and accomplishment detail will auto-populate from the data entered on the setup and accomplishment screens from the rental activity
- If associated Rental activity is “Open” or “Canceled,” the PJ cannot edit, adjust funding, draw funds or complete the Rental Operating activity
- Rental Operating activities are not subject to 4-year project completion requirement





User: H55001  
Role: Grantee  
Organization:  
ALBANY  
  
- Switch Profile  
- Add My Access  
- Logout

**Activity**  
- Add  
- Search  
- Search HOME/HTF  
- Review  
- CDBG Cancellation

**Project**  
- Add  
- Search  
- Copy

**Consolidated Plans**  
- Add  
- Copy  
- Search

**Annual Action Plans**  
- Add  
- Copy  
- Search

**Consolidated Annual Performance Evaluation Report**  
- Add  
- Search

**Utilities**  
- Home  
- Data Downloads

You have 3 CDBG and 3 HOME activities that have been flagged. Click on the number to go to the review page.

**Activity**

Add HOME-ARP Setup Detail (Page 1)

**Rental**

\* Indicates Required Field

<b>Grantee/PJ Activity ID:</b> N/A	<b>Activity Name:</b> HOME-ARP Rental Operating	<b>Program Year/Project ID:</b> 2021/1
<b>IDIS Activity ID:</b> 2065	<b>Activity Owner:</b> ALBANY	<b>Project Title:</b> Affordable Homeownership Program

Is this a HOME-ARP Rental Operating activity?  No  Yes 

Save and Continue | Cancel

User: H55001  
Role: Grantee  
Organization:  
ALBANY  
  
- Switch Profile  
- Add My Access  
- Logout

Activity  
- Add  
- Search  
- Search HOME/HTF  
- Review  
- CDBG Cancellation

Project  
- Add  
- Search  
- Copy

Consolidated Plans  
- Add  
- Copy  
- Search

Annual Action Plans  
- Add  
- Copy  
- Search

Consolidated Annual Performance Evaluation Report  
- Add  
- Search

Utilities  
- Home  
- Data Downloads

You have 3 CDBG and 3 HOME activities that have been flagged. Click on the number to go to the review page.

### Activity

#### Add HOME-ARP Setup Detail (Page 1)

#### Rental

\* Indicates Required Field

<b>Grantee/PJ Activity ID:</b> N/A	<b>Activity Name:</b> HOME-ARP Rental Operating	<b>Program Year/Project ID:</b> 2021/1
<b>IDIS Activity ID:</b> 2065	<b>Activity Owner:</b> ALBANY	<b>Project Title:</b> Affordable Homeownership Program

Is this a HOME-ARP Rental Operating activity?  No  Yes

Select the associated completed rental activity:   
 ←

Save and Continue | Cancel

- Switch Profile
- Add My Access
- Logout

**Activity**

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

**Project**

- Add
- Search
- Copy

**Consolidated Plans**

- Add
- Copy
- Search

**Annual Action Plans**

- Add
- Copy
- Search

**Consolidated Annual Performance Evaluation Report**

- Add
- Search

**Utilities**

- Home
- Data Downloads
- Print Page
- Help (Add)
- Help (Edit)

**Links**

- Contact Support
- Rules of Behavior
- CPD Home

You have 3 CDBG and 3 HOME activities that have been flagged. Click on the number to go to the review page.

**Activity**

**Add HOME-ARP Setup Detail (Page 2)**

**Rental**

- HOME-ARP setup has been saved

Save | Cancel

**\* Indicates Required Field**

<b>Grantee/PJ Activity ID:</b> N/A	<b>Activity Name:</b> HOME-ARP Rental Operating	<b>Program Year/Project ID:</b> 2021/1
<b>IDIS Activity ID:</b> 2065	<b>Activity Owner:</b> ALBANY	<b>Project Title:</b> Affordable Homeownership Program
<b>Activity Address:</b> 123 N Front St Albany, GA 31701-2554		

**HOME-ARP Rental Operating Activity**

**Associated Completed HOME-ARP Rental Activity ID:** 2064

**Operating Cost Assistance Type:**

Setup Data Based on Completed HOME-ARP Rental Activity 2064  
(copied from 2064 on Mar 14, 2024 07:45 )

**Written Agreement Execution Date:**

**Will this activity be carried out by a faith-based organization?**  
 Yes  No

**Multi-Address:**  Yes  No

**Loan Guarantee:**  Yes  No

- Switch Profile
- Add My Access
- Logout

- Activity**
- Add
  - Search
  - Search HOME/HTF
  - Review
  - CDBG Cancellation

- Project**
- Add
  - Search
  - Copy

- Consolidated Plans**
- Add
  - Copy
  - Search

- Annual Action Plans**
- Add
  - Copy
  - Search

- Consolidated Annual Performance Evaluation Report**
- Add
  - Search

- Utilities**
- Home
  - Data Downloads
  - Print Page
  - Help (Add)
  - Help (Edit)

- Links**
- Contact Support
  - Rules of Behavior
  - CPD Home

### Activity

#### Add HOME-ARP Setup Detail (Page 2)

#### Rental

- HOME-ARP setup has been saved

Save | Cancel

\* Indicates Required Field

<b>Grantee/PJ Activity ID:</b> N/A	<b>Activity Name:</b> HOME-ARP Rental Operating	<b>Program Year/Project ID:</b> 2021/1
<b>IDIS Activity ID:</b> 2065	<b>Activity Owner:</b> ALBANY	<b>Project Title:</b> Affordable Homeownership Program
<b>Activity Address:</b> 123 N Front St Albany, GA 31701-2554		

#### HOME-ARP Rental Operating Activity

Associated Completed HOME-ARP Rental Activity ID: 2064

Operating Cost Assistance Type:

- Select
- Ongoing Operating Cost Assistance
- Capitalized Operating Assistance Reserve

Setup Data Based on Completed HOME-ARP Rental Activity 2064 (copied from 2064 on Mar 14, 2024 07:45 )

Written Agreement Execution Date:

Will this activity be carried out by a faith-based organization?

Yes  No

Multi-Address:

Yes  No

Loan Guarantee:

Yes  No

- Copy
- Search

- Consolidated Annual Performance Evaluation Report**
- Add
- Search

- Utilities**
- Home
- Data Downloads
- Print Page
- Help (Add)
- Help (Edit)

- Links**
- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

### HOME-ARP Rental Operating Activity

Associated Completed HOME-ARP Rental Activity ID: 2064

Operating Cost Assistance Type:



Setup Data Based on Completed HOME-ARP Rental Activity 2064  
(copied from 2064 on Mar 14, 2024 07:45 )

Written Agreement Execution Date:

Will this activity be carried out by a faith-based organization?

Yes  No

Multi-Address:

Yes  No

Loan Guarantee:

Yes  No

#### Activity Address

\*Address Line 1:

\*City:

Address Line 2:

\*State:

\*Zip Code:

+

Address Line 3:

\*County:

#### Activity Estimates

\*Estimated HOME-ARP Units:

|



# Tenant Based Rental Assistance (TBRA)

# TBRA Eligible Costs

- CPD Notice 21-10 Section VI.C.3, Waivers and Alternative Requirements for Implementation of the HOME-ARP Program, and 24 CFR 92.209
- **Rental assistance**
  - Pay up to 100 percent for rental assistance
- **Security deposit payments**
  - Provide up to 100 percent for security deposit payments to qualifying households
  - Up to two months' rent
  - Issued as a loan or grant



# TBRA Eligible Costs

- **Utility bills**
  - Pay the full cost of monthly utilities
- **Utility deposit payments**
  - Provide up to 100 percent for utility deposits if rental assistance or a security deposit payment is provided
- **Project delivery costs**
  - Housing inspections including lead-based paint requirements
  - Determining rental assistance payments
  - Income eligibility determinations





# Reporting Requirements per HOME-ARP Notice: TBRA

- CPD Notice 21-10 Sections IV.A. & VIII.G.3
- **TBRA beneficiaries must meet the definition of a qualifying population (QP)**
- Report beneficiary information in IDIS at the time assistance is provided:
  - last name
  - # of bedrooms
  - security deposit & utility deposit (if applicable)
  - tenant rent, TBRA subsidy, & total rent
  - QP
  - race, ethnicity, & veteran status
  - household size & household type
  - tenant contract: paid to, newly assisted, and # of months
  - project delivery costs



# TBRA Reporting in IDIS

- Fund activity for total amount of rental assistance contract(s) **executed** for qualifying household(s) in that TBRA activity
- IDIS limits Funded Amount for TBRA activity to subsidy information entered
- **Cannot complete the activity if Funded Amount does not equal the Amount Eligible for TBRA Funding**



User: H55001  
Role: Grantee  
Organization:  
OGDEN

- Switch Profile
- Logout

**Activity**

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

**Project**

- Add
- Search
- Copy

**Consolidated Plans**

- Add
- Copy
- Search

**Annual Action Plans**

- Add
- Copy
- Search

**Consolidated Annual Performance Evaluation Report**

- Add
- Search

**Utilities**

- Home
- Data Downloads
- Print Page
- Help (Add)
- Help (Edit)

You have **9 CDBG** activities that have been flagged. Click on the number to go to the review page.

**Activity**

**Add HOME-ARP Setup Detail**

**Tenant-Based Rental Assistance (TBRA)**

Save | Cancel

\* Indicates Required Field

**Grantee/PJ Activity ID:**  
N/A

**Activity Name:**  
HOME-ARP TBRA Batch Setup

**Program Year/Project ID:**  
2021/1

**IDIS Activity ID:**  
2365

**Activity Owner:**  
OGDEN

**Project Title:**  
Own In Ogden

**Written Agreement Execution Date:**  (mm/dd/yyyy)

Note: this date is optional during setup, but must be provided before the activity can be funded.  
WARNING: This date must be the actual execution date of the HOME-ARP written agreement. It cannot be modified once this activity has been funded.

**Will this activity be carried out by a faith-based organization?**

Yes  No

Add TBRA Beneficiary

**Project Delivery Cost:** \$

Save | Cancel

User: H55001  
Role: Grantee  
Organization: OGDEN  
- Switch Profile  
- Logout

Activity  
- Add  
- Search  
- Search HOME/HTF  
- Review  
- CDBG Cancellation

Project  
- Add  
- Search  
- Copy

Consolidated Plans  
- Add  
- Copy  
- Search

Annual Action Plans  
- Add  
- Copy  
- Search

Consolidated Annual Performance Evaluation Report  
- Add  
- Search

Utilities  
- Home  
- Data Downloads  
- Print Page  
- Help (Add)  
- Help (Edit)

Links  
- Contact Support  
- Rules of Behavior  
- CPD Home  
- HUD Home

You have 9 CDBG activities that have been flagged. Click on the number to go to the review page.

### Activity

#### Add HOME-ARP TBRA Beneficiary

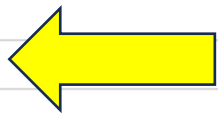
#### Tenant-Based Rental Assistance (TBRA)

Save | Cancel

\* Indicates Required Field

<b>Grantee/PJ Activity ID:</b> N/A	<b>Activity Name:</b> Anytown HOME-ARP TBRA 2021	<b>Program Year/Project ID:</b> 2021/1
<b>IDIS Activity ID:</b> 2364	<b>Activity Owner:</b> OGDEN	<b>Project Title:</b> Own In Ogden

*Last Name	<input type="text" value="Haverford"/>
*Number of Bedrooms	<input type="text" value="1 bedroom"/>
Security Deposit	\$ <input type="text" value="1000"/>
<b>Monthly Rent</b>	
Tenant Rent	\$ <input type="text" value="100"/>
TBRA Subsidy	\$ <input type="text" value="950"/>
Total Rent	\$ <input type="text" value="1,050.00"/>
<b>Household</b>	
*Qualifying Population	<input type="text" value="At Risk of Homelessness"/> <input type="checkbox"/> Veteran
*Hispanic/Latino	<input type="text" value="No"/>
*Race	<input type="text" value="White"/>
*Size	<input type="text" value="1 person"/>
*Type	<input type="text" value="Single, Non-Elderly"/>
<b>Tenant Contract</b>	
*Paid To	<input type="text" value="Tenant"/>
*Newly Assisted	<input type="text" value="No"/>
*Months	<input type="text" value="12"/>



You have 9 CDBG activities that have been flagged. Click on the number to go to the review page.

## Activity

### Edit HOME-ARP Setup Detail

#### Tenant-Based Rental Assistance (TBRA)

- Warning: Activity funding of \$0.00 is not equal to the amount eligible for TBRA funding (\$12,400.00) based on the beneficiary data entered. The activity cannot be marked as completed.
- TBRA Beneficiary has been added

|

#### \* Indicates Required Field

Grantee/PJ Activity ID:  
N/A

Activity Name:  
Anytown HOME TBRA 2021

Program Year/Project ID:  
2021/1

IDIS Activity ID:  
2364

Activity Owner:  
OGDEN

Project Title:  
Own In Ogden

Written Agreement Execution Date:  (mm/dd/yyyy)

Note: this is optional during setup, but must be provided before the activity can be funded.

WARNING: This must be the actual execution date of the HOME-ARP written agreement. It cannot be modified once this activity has been funded.

Yes  No

Unit Total / Number of Beneficiaries: 1 (Total HOME-ARP Units: 1)

Eligible TBRA funding amount based on the beneficiary data entered: \$12,400.00

Page 1 of 1

Last Name	Bedrooms	Security Deposit	Monthly Rent			Household						Tenant Contract			Action
			Tenant Rent	TBRA Subsidy	Total Rent	Qualifying Population	Veteran	Hisp/Latino	Race	Size	Type	Paid To	Newly Assisted	Mo.	
Haverford	1 bedroom	\$1,000	\$100	\$950	\$1050	At Risk of Homelessness	N	No	White	1 person	Single, Non-Elderly	Tenant	No	12	<a href="#">Edit</a>   <a href="#">Delete</a>

Project Delivery Cost: \$

**Project**  
- Add  
- Search  
- Copy

**Consolidated Plans**  
- Add  
- Copy  
- Search

**Annual Action Plans**  
- Add  
- Copy  
- Search

**Consolidated Annual Performance Evaluation Report**  
- Add  
- Search

**Utilities**  
- Home  
- Data Downloads  
- Print Page  
- Help (Add)  
- Help (Edit)

**Links**  
- Contact Support  
- Rules of Behavior  
- CPD Home  
- HUD Home

<b>Grantee/PJ Activity ID:</b> N/A	<b>Activity Name:</b> Anytown HOME-ARP TBRA 2021	<b>Program Year/Project ID:</b> 2021/1
<b>IDIS Activity ID:</b> 2364	<b>Activity Owner:</b> OGDEN	<b>Project Title:</b> Own In Ogden

**Written Agreement Execution Date:**  (mm/dd/yyyy)  
Note: this is optional during setup, but must be provided before the activity can be funded.  
WARNING: This must be the actual execution date of the HOME-ARP written agreement. It cannot be modified once this activity has been funded.

Yes  No



**Unit Total / Number of Beneficiaries:** 1 (Total HOME-ARP Units: 1)  
Eligible TBRA funding amount based on the beneficiary data entered: \$13,900.00

Page 1 of 1

Last Name	Bedrooms	Security Deposit	Monthly Rent			Household						Tenant Contract			Action
			Tenant Rent	TBRA Subsidy	Total Rent	Qualifying Population	Veteran	Hisp/Latino	Race	Size	Type	Paid To	Newly Assisted	Mo.	
Haverford	1 bedroom	\$1,000	\$100	\$950	\$1050	At Risk of Homelessness	N	No	White	1 person	Single, Non-Elderly	Tenant	No	12	Edit   Delete

**Project Delivery Cost:** \$

|

Activity

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

Project

- Add
- Search
- Copy

Consolidated Plans

- Add
- Copy
- Search

Annual Action Plans

- Add
- Copy
- Search

Consolidated Annual Performance Evaluation Report

- Add
- Search

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior

Activity

Edit Activity

- Warning: Activity funding of \$0.00 is not equal to the amount eligible for TBRA funding (\$41,250.00) based on the beneficiary data entered. The activity cannot be marked as completed.
- HOME-ARP setup has been saved

Save | Cancel

\*Indicates Required Field

Activity Owner:

OGDEN, UT

IDIS Activity ID:

2364

IDIS Project ID/Project Title (Program Year):

1/Own In Ogden (2021)

Change Project

\*Activity Name:

Anytown HOME-ARP TBRA 2021

Activity Status:

Open

Completion Date:

(mm/dd/yyyy)

Grantee/PJ Activity ID:

Initial Funding Date:

09/08/2022

Program	*Activity Category ⓘ	Ready to Fund	Funded	Setup Detail	Accomplishment	Completion Check
CDBG	<p>◆ Is this activity to prevent, prepare for, and respond to coronavirus?*</p> <p><input type="radio"/> No <input type="radio"/> Yes</p> <p>◆ Does this activity use Section 108 loan? <b>No</b> <input type="button" value="Change answer"/></p> <p>None</p>	No	No	<input type="button" value="Add CDBG"/>	<input type="button" value="Add CDBG Accomp."/>	
ESG	None	No	No	<input type="button" value="Add ESG"/>	<input type="button" value="Add ESG Accomp."/>	

User: H55001  
Role: Grantee  
Organization: OGDEN  
- Switch Profile  
- Logout

Activity Funding  
- Search

Drawdown  
- Create Voucher  
- Search Voucher  
- Search Collections  
- Approve Voucher

Receipt  
- Add  
- Search  
- Search Accounts

Section 108 Loan  
- Search

Utilities  
- Home  
- Data Downloads  
- Print Page  
- Help

Links  
- Contact Support  
- Rules of Behavior  
- CPD Home  
- HUD Home

You have 9 CDBG activities that have been flagged. Click on the number to go to the review page.

Activity Funding

Add-Edit Funding Line Item

Return to Add-Edit Funding | Save | Undo

Activity Owner:  
OGDEN, UT

IDIS Activity ID:  
2365

Activity Name:  
HOME-ARP TBRA Batch Setup

Project Year/Project:  
2021 Drawn In Ogden

Total Funded: (TBRA eligible funding amount, up to: \$41,250.00)  
\$0.00

Total Drawn:  
\$0.00

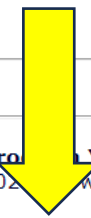
Funding Source

Program	Grant Year	Fund Type	Source Name	Source Type	Recipient Name	Available for Funding	Funded Amount	Drawn Amount
HOME	2021	EN	HUD	MP	OGDEN, UT	\$1,363,734.55	\$0.00	\$0.00

Current Funding for xFIFO

Grant Year (tip)	Funded Amount	Drawn Amount
2021	\$ 41,250	\$0.00

Return to Add-Edit Funding | Save | Undo





User: H55001  
 Role: Grantee  
 Organization: OGDEN  
 - Switch Profile  
 - Logout

Activity Funding  
 - Search

Drawdown  
 - Create Voucher  
 - Search Voucher  
 - Search Collections  
 - Approve Voucher

Receipt  
 - Add  
 - Search  
 - Search Accounts

Section 108 Loan  
 - Search

Utilities  
 - Home  
 - Data Downloads  
 - Print Page  
 - Help

Links  
 - Contact Support  
 - Rules of Behavior  
 - CPD Home  
 - HUD Home

You have 9 CDBG activities that have been flagged. Click on the number to go to the review page.

**Activity Funding**

Add-Edit Funding Line Item

• Activity funded successfully.

Return to Add-Edit Funding | Save | Undo

**Activity Owner:**  
 OGDEN, UT

**Program Year/Project:**  
 2021/1 Own In Ogden

**IDIS Activity ID:**  
 2365

**Total Funded:** (TBRA.eligible.funding.amount,..up.to:.\$41,250.00)  
 \$ 41,250

**Activity Name:**  
 HOME-ARP TBRA Batch Setup

**Total Drawn:**  
 \$0.00

**Funding Source**

Program	Grant Year	Fund Type	Source Name	Source Type	Recipient Name	Available for Funding	Funded Amount	Drawn Amount
HOME	2021	EN	HUD	MP	OGDEN, UT	\$1,363,734.55	\$41,250.00	\$0.00

**Current Funding for xFIFO**

Grant Year (tip)	Funded Amount	Drawn Amount
2021	\$ 41,250	\$0.00

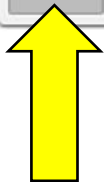
Return to Add-Edit Funding | Save | Undo



# Navigating MicroStrategy



Welcome Courtney M. Christenson. ( If you are not Courtney M. Christenson, [click here.](#) )



### IDIS

Integrated Disbursement & Information System (IDIS) Online<br> Data on Reports are current as of  
Close of Business of the last business day <br> Version 11.18 last updated on 12/20/19  
**Server name** HDBLATP25502336/hdbltp25502337



### IDIS Training

Integrated Disbursement & Information System (IDIS) Online<br> Data on Reports are current as of  
Close of Business of the last business day <br> Version 11.18 last updated on 12/20/19  
**Server name** HDBLATP25502336/hdbltp25502337

Create

- Recents
- Shared Reports
- My Reports
- History List
- My Subscriptions

Browse



Shared Reports



My Reports



History List



My Subscriptions

Analyze



Create Dossier

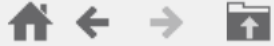


Add External Data



Upload MicroStrategy File

Develop



Create

- Recents
- Shared Reports
- My Reports
- My Objects
- History List
- My Subscriptions



### 425Test

**Owner:** Administrator  
**Modified:** 5/2/22 3:58:30 PM



### Con Plan Reports and Dashboards

**Owner:** Administrator  
**Modified:** 2/24/23 6:47:28 AM



### HOME / HTF / HOME-ARP Grant Closeout

**Owner:** Eric Cantuti  
**Modified:** 12/20/22 1:02:54 PM



### HOME-ARP Supportive Services

**Owner:** Eric Cantuti  
**Modified:** 3/3/23 10:15:54 AM



### PR 01 - HUD Grants and Program Income

**Owner:** Administrator  
**Modified:** 1/19/23 1:44:20 PM



### Ad-hoc Report Module

**Owner:** Administrator  
**Modified:** 3/18/20 4:33:28 PM



### Demo for HOME - Olivier

**Owner:** Administrator  
**Modified:** 12/13/22 6:01:00 PM



### HOME-ARP Non-Congregate Shelter

**Owner:** Eric Cantuti  
**Modified:** 11/7/23 8:30:35 AM



### Operational Reports

**Owner:** Administrator  
**Modified:** 9/11/23 6:37:31 PM



### PR 02 - List of Activities by Program Year and Project

**Owner:** Administrator  
**Modified:** 11/9/23 12:05:20 PM



**Create**

- Recents
- Shared Reports
- My Reports
- My Objects
- History List
- My Subscriptions



**PR 17 - CDBG Activities Subject to Jobs/ Services Public Benefit Calculation**

**Owner:** Administrator  
**Modified:** 4/21/22 9:41:09 AM



**PR 19 - ESG Statistics for Projects**

**Owner:** Administrator  
**Modified:** 3/18/20 4:33:28 PM



**PR 21 - HOME Auto Cancel Report**

**Owner:** Administrator  
**Modified:** 3/18/20 4:33:28 PM



**PR 23 - Summary of Accomplishments**

**Owner:** Administrator  
**Modified:** 3/3/23 10:01:06 AM



**PR 26 - CDBG Financial Summary Report**

**Owner:** Administrator  
**Modified:** 7/26/23 1:12:16 PM



**PR 18 - CDBG Housing Counseling Report**

**Owner:** Administrator  
**Modified:** 3/18/20 4:33:28 PM



**PR 20 - HOME Production Report**

**Owner:** Administrator  
**Modified:** 2/17/22 5:01:56 PM



**PR 22 - Status of HOME/TCAP Activities**

**Owner:** Administrator  
**Modified:** 7/12/22 4:05:22 PM  
 These reports displays HOME housing activities and tenant-based rental assistance activities.



**PR 25 - Status of CHDO Funds by Fiscal Year Report**

**Owner:** Administrator  
**Modified:** 12/6/21 5:00:24 PM  
 This report provides information about reservations, commitments, and disbursements of CHDO Reserve (CR), CHDO Operating Expenses (CO), CHDO Loan (CL), and CHDO Capacity Building (CC) funds by fiscal year.



**PR 27 - Status of HOME Grants Report**

**Owner:** Administrator  
**Modified:** 3/18/20 4:33:28 PM  
 These reports contain financial information on HOME grants, subgrants, and

Create

- Recents
- Shared Reports
  - 425Test
  - Ad-hoc Report Module
  - Con Plan Reports and Dashb
  - Demo for HOME - Olivier
  - HOME / HTF / HOME-ARP G
  - HOME-ARP Non-Congregate
  - HOME-ARP Supportive Servi
  - Operational Reports
  - PR 01 - HUD Grants and Pro
  - PR 02 - List of Activities by F
  - PR 03 - CDBG Activity Summ



PR 23 - CDBG/CDBG-CV Summary of Accomplishments

Owner: Administrator  
Modified: 11/2/22 1:07:06 PM



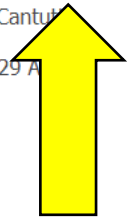
PR 23 - HOME Summary of Accomplishments

Owner: Administrator  
Modified: 3/18/20 4:32:51 PM



PR 23 - HOME-ARP Summary of Accomplishments

Owner: Eric Cantu  
Modified: 2/27/23 11:02:29 AM



Create

- Recents
- Shared Reports
- My Reports
- My Objects
- History List
- My Subscriptions



**PR27 - Status of HOME Grants - Entitlement**

**Owner:** Administrator  
**Modified:** 10/26/21 7:26:42 AM



**PR27 - Status of HOME Grants - State**

**Owner:** Administrator  
**Modified:** 10/26/21 7:26:42 AM



**PR27 - Status of HOME Grants - State - Subrecipients**

**Owner:** Administrator  
**Modified:** 10/26/21 7:26:42 AM



**INDEX** X

**Summary of your selections**

- 1 Choose from all attributes in the 'Prompted Grantee Hierarchy' hierarchy. (Required)
- 2 Choose Funding Source: HOME or HOME-ARP (Required)

Available:

- ▼ Prompted Grantee Hierarchy
  - ▼ HQ
    - ▶ All

Selected:

[Empty selection box]

**2. Choose Funding Source: HOME or HOME-ARP (Required)**

Please choose a grant funding source, HOME or HOME-ARP, to be included in the report; the Default selection is HOME Grants.  
This prompt allows only one selection.

Available:

- ▼ HOME
- ▼ HOME-ARP

Selected: (none)

[Empty selection box]

Report Message Name: PR27 - Status of HOME Grants - Entitlement

Run Document Cancel

<https://mstr-uat.hud.gov/MicroStrategy/servlet/mstrWeb#>

# Additional Resources

[HOME-ARP Implementation Notice](#)

[HOME-ARP Topics on HUD Exchange](#)

[HOME-ARP Notice Review Webinar Series](#)

[HOME-ARP FAQs](#)

[IDIS for HOME-ARP Rental & Rental Operating](#)

[HOME-ARP Fact Sheets](#)

[IDIS for Tenant Based Rental Assistance](#)

[HOME-ARP Mailbox](#)

[Navigating HOME-ARP Reports in IDIS](#)

[Ask a Question \(AAQ\)](#)





Q&A

