



Kentucky Housing Partner

Louisville Multifamily Program Center

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Mr. HUD

April brings Mr. HUD enjoying Spring Break with the babes in



California. But, because his adoring fans would be disappointed without a note from him, he Twittered that he wants to see them all during the Housing Management Conference in May. He is looking forward to wearing his bellbottoms (that still fit!), supporting our charity, the Fisher House, winning the talent show (which he will win because of all his groovy talent) and congratulating our award winners. He is also looking forward to the far out adult beverage devised by the Galt House staff to commemorate our conference theme: *Peace, Love and Affordable Housing*. The "Tie-Dye" drink should have been more aptly named the "Mr. HUD" but he will deal with it since one of his favorite babes, Ms. Carolyn Fox, named the drink. It consists of Bacardi Silver, Blue Curacao and Pineapple Juice. Mr. HUD encourages everyone to register today at www.kyhousing.org to ensure they will get to see him.

If you enjoy Mr. HUD Twitters, he encourages you to sign up for the Louisville Multifamily Program Center's listservs. See page 9 for more information or sign up at:

<http://portal.hud.gov/portal/page/portal/HUD/subscribe/localmailinglist#ky>

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Spring Has Sprung!

I love the beautiful snow that we get each year, but I think this year we may have gotten just a tad too much! I am so ready to retire the snow shovel for the year. It is fantastic that the temperatures are finally warming up and that the flowers and trees are showing the first signs of spring!

I've worked real hard all winter at the gym to get in shape for Spring. I'm ready to get off the treadmill and outside into the fresh air for my daily walk. I've even been adventurous this year and decided to train for some of those walks that so many of you sign up for in the spring. I've completed a 5k and a 10k walk and I'm hoping to even try walking the Mini Marathon this year! I feel so much healthier now that I've added exercise to my daily routine and my jeans fit better too!

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Hey man, I heard the talent show is back.

Well far out, dude. When?

Wednesday night, May 19, 2010 - Multifamily Housing Conference

Can you get your act together?

Yeah - singing, dancing, stand-up comedy, something funky.

Right on.

Who needs to be in the know?

Bonnie.B.Meaney@HUD.gov



Interpretation: Please send Bonnie a message and let her know if you are planning on being in the talent show. She will need to know how many people will be performing, how long the act will be and the name of the act.



Updates RHIPP/EIV

Use of the Enterprise Income Verification (EIV) System became mandatory on January 31, 2010 for all Owners and Management Agents (O/A) of a property that is HUD assisted. Detailed instructions of the application process may be found at:

<http://www.hud.gov/offices/hsg/mfh/rhiip/eiv/applyforeivaccess.pdf>.

The Final Rule regarding the implementation of the EIV system may be found at:

<http://edocket.access.gpo.gov/2010/pdf/2010-1637.pdf> .

The Final Rule webcast will be April 14, 2010 from 1:00 PM to 3:00 PM EST. Questions may be sent to mf_eiv_comments@hud.gov.

Due to the deployment of EIV Release 9.1 over the weekend of April 16, 2010, the summarization job that usually runs over the weekend will not run. The following reports will have no data from April 19, 2010 to April 26, 2010:

- Income Reports by Recertification Month
- Income Discrepancy
- New Hires
- Identity Verification
- Deceased Tenants
- Multiple Subsidy

How Well Do You Know Your Property?

You complete all of that paperwork- *everything is forms, forms, forms*- so the property can get reimbursed for the money spent on repairs or you can pay those bills for the repairs. You *finally* get them all completed and send them in to your local HUD office. Now it's time to wait, and wait, and wait. It's been days... weeks... and you haven't heard anything from the HUD office or from the mortgagee that holds the Reserve account. The property hasn't gotten the money yet... So, you call your HUD PM. Come to find out, the wrong information was on the form and your request was sent to the wrong place. The request was apparently lost in the mail. Oh, great!

We understand that everyone is busy these days. However, we have been getting several HUD-9250s in our office that have the incorrect mortgagee information. Yes, we should be able to correct this information and send the request forward. But, if you all don't know your property information, then who does? Plus, we have probably a couple hundred of these requests coming through our office in a weeks time, and mortgage companies are changing their names left and right these days.

It will lead to a more timely experience if both the HUD-9250 and the mortgagor certification are completed in their entirety and correctly.

The following information should be correctly listed on the HUD-9250 form:

- Type of request (Reserve for Replacement or Residual Receipt)
- Project name & address
- Project FHA number
- Mortgagor/Managing Agent information (who do you want a copy of the form to be mailed back to)
- Mortgagee information (make sure that the information is current)
- Brief description of the work/repairs and the cost associated with each (this form does not have to be as detailed as the mortgagor's certification but should still list a brief explanation)

The following information should be completed correctly on the mortgagor's certification form:

- Project Name
- Project FHA Number
- Mortgagor/Management Agent (one or both)
- Monthly Deposit in the Reserve Account
- Reserve for Replacement balance
- Vendor Name
- Description of Work
- Location (unit number or bldg number)
- Invoice # (if applicable & Date)
- Serial # (if applicable)
- Check # & Date (if applicable)
- Amount of each item of work/repair
- Total amount of Reserve request
- Mortgagor's signature, title & date

If anyone needs a copy of either form, you can find the HUD-9250 at <http://www.hud.gov/offices/adm/hudclips/forms/hud9.cfm>. You can create your own mortgagor's certification or feel free to contact any of the HUD Project Managers at the Louisville HUD office for a sample copy. The main line telephone number is 502-582-6124. Also, call us with any questions you have about completing the forms.

Fundraising

2010 Housing Management Conference



It's official! The 2010 Housing Management Conference is right around the corner!! Registration will begin soon!!

The Conference Committee selected Fort Campbell Fisher House as the charitable organization for this year's conference!!

Fort Campbell Fisher House is "a home away from home" for families of patients receiving medical care at Blanchfield Army Community Hospital. This home enables family members to be close to a loved one at the most stressful time - during the hospitalization for an unexpected illness, disease, or injury. Currently, there are no costs associated with a stay at the Fort Campbell Fisher House. They receive funding that pays the utilities, salaries, and building maintenance. However, it's the charitable donations that make this house a "home" allowing them to provide guests with food, shampoo, laundry detergent, toys, computers, phone cards, holiday décor, etc.

THAT'S WHERE WE COME IN.....

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Spring

Has Sprung!

Did you know that regular physical activity can help prevent serious health conditions like type 2 diabetes and osteoporosis. It helps to reduce high cholesterol, high blood pressure, and will even help to fight off certain types of cancer. Exercise promotes weight loss, boosts one's energy levels, and can even help with getting a better night sleep.

So get up off that couch Mr. Potato, and get moving! Go for an evening walk, plant a garden, or even join a gym. Just keep moving!

Love ya,

Social Sarah



Get Ready For Some Peace, Love & Affordable Housing



Back bigger and better than ever is the annual Housing Management Conference.

In addition to the traditional Tuesday breakout sessions, we will have special sessions for novice managers. Other sessions include EIV, Gender Difference and Communication, medical expenses, gang task force and maintenance for managers. Our Wednesday track sessions will be: Maintenance, Elderly, Service Coordinators, Owner/Agent, Tax Credit and Family.

Tuesday evening you have the option to see the Derby Dinner version of "Hairspray." The Wednesday evening event will be the always fun Talent Show and Dinner. Please call HUD Project Manager Bonnie Meaney at 502-618-8137 if you would like to sign your group up to participate in the Talent Show.

Heather French Henry will be our opening luncheon speaker. Our very own Miss Kentucky won the 2000 Miss America pageant. Her Miss America platform was to raise awareness of homeless veterans and she has earned numerous awards for her work with veterans.

Our closing speaker is Jeanne Robertson. She will be discussing the differences between being funny and developing a sense of humor. She will be sure to leave us with a smile on our face as we travel back to our families, homes and jobs.

This year's adopted charity is the Fisher House Foundation. Our donations will help the Fisher House at Fort Campbell. The Fisher House is an extended stay home for soldiers and their families to be used while the service member receives medical care at the Blanchfield Army Community Hospital.

Mr. HUD



April is Fair Housing Month and there is a Get on the Bus Tour of Frankfort, KY. See page 9 for more information. Mr. HUD regrets that the bus is not The Partridge Family bus with Susan Dey on it. In an effort to become more prompt and efficient (no, that isn't a joke), Mr. HUD has new procedures concerning manual vouchers. Check out the new procedures on page 7. Mr. HUD feels the new procedures will greatly improve processing of the manual vouchers, but first he will have to figure out what a PDF file is.

Mr. HUD would like to thank the beautiful, smart and kind Ms. Editor for restoring him to his rightful first page above the fold position in the newsletter. He might even subsidize a "Tie-Dye" for her during the conference. "Might" is the operative word here.



Fundraising

2010 Housing Management Conference



We are excited to announce the following fundraising activities for 2010:

THE RAFFLE ROOM (formerly know as the Silent Auction) - The principal fund raising activity again this year will be the Raffle Room. It will be set up just like the silent auction; however, you will not bid your highest offer. Instead, you will purchase tickets to win! It's easy... see an item you like; purchase tickets; and insert tickets into that items raffle box! It's that easy! The more tickets you put in, the more chances you have to win!! As always, we need your help to be successful! Donations in the form of cash and/or items for the raffle room are needed. All donations are greatly appreciated! Prior to the conference, please send cash donations in the form of a check to Larry Sisson, TESCO Properties, Inc., 2171 Judicial Drive, Germantown, TN 38183. All other donations can be sent to Katherine Calloway's attention at HUD. Our address is 601 West Broadway Room 110, Louisville, Kentucky 40202. Items may also be brought directly to the conference the week of May 17th. As always, all contributions and donations are tax-deductible.

HIPPIE PHOTO CONTEST – Do you have a picture of yourself dressed as a hippie???? If you are interested in participating in the hippie photo contest, please send a copy of a photo of yourself dressed as a hippie back in the day to Katherine Calloway at 601 West Broadway, Room 100, Louisville, Kentucky 40202. All photos will be displayed in the silent auction room and everyone will vote for their favorite by depositing raffle tickets in that hippie's donation cup. The winner gets \$50! A presentation of the total conference donation will take place during the closing session on Thursday.

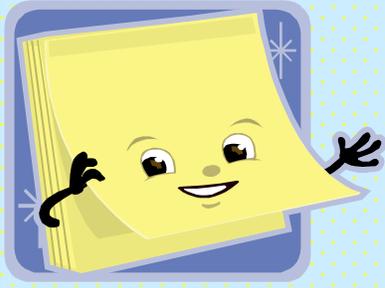
HIPPIE PHOTO OP - Always wanted your picture made with your best friend dressed as hippies? Then be sure to get your picture made behind our hippie stand-in. The cost is only \$5 for a 5 x 7 photo of you and your best friend. Don't miss out!

BLUEGRASS E-CYCLE - Are you doing a little spring cleaning and have some electronic equipment that you would like to get rid of? Don't throw it away!! Do something good for the environment and the Fort Campbell Fisher House by bringing it with you and donating it at the HMC. We've partnered up with Bluegrass E-Cycle, a Louisville-based e-waste and computer recycling service, to collect old electronic items and cell phones to raise money for this year's charity. If you have any ink/toner cartridges, copy machines, DVD players, stereo equipment, keyboards, mice, cell phones, fax machines, printers, computers, laptops, monitors, or 19" or smaller televisions that you would like to get rid of, please bring them with you to the conference. We will be accepting the items in the raffle room. Bluegrass E-Cycle is donating an Energizer Energi To Go® Portable Power Outlet to the person that brings in the most computers and one to the person who brings in the most cell phones. The Energizer Energi To Go® Portable Power Outlet is designed to provide charging power for a number of devices including laptops, portable DVD players, portable gaming systems, iPod/MP3 players, cell phones, digital cameras, camcorders and more. When stationary, this unit is an inverter power source. Simply plug it into your wall power outlet or your vehicle's 12v cigarette outlet for a consistent source of power. When mobile, the unit utilizes its rechargeable lithium-ion battery to provide clean, consistent power for your mobile devices. To learn more about Bluegrass E-Cycle, go to www.bluegrassecycle.com. If you have additional questions, feel free to contact Heather Hairgrove at (502) 618-8147, or email her at Heather.M.Hairgrove@hud.gov.

TALENT SHOW – Last but not least, don't forget about the Talent Show. If you are interested in participating, please contact Bonnie Meaney at (502) 618-8137, or email her at Bonnie.B.Meaney@hud.gov.

Service Coordinator Notes

Each Service Coordinator in the Multifamily Housing grantee recipient program must account for the funds received and disbursed and submit the Standard Form 425 (SF-425). The SF-425 replaces the SF-269 and SF-269A (Financial Status Report). Grantees should submit the SF-425 by April 30, 2010, covering the reporting period of October 1, 2009 through March 31, 2010. The form can be obtained from www.hud.gov or at www.forms.gov. Instructions are included with the form. However, if you have any questions about completion, feel free to contact Donna Dudgeon at 502-618-8117. Budget-based service coordinator programs are not required to complete the SF-425.



In addition to the SF-425 forms that are due on April 30th, the Service Coordinator HUD-92456 form is also required. Regardless of the funding source, all Service Coordinators

need to complete this form.

It's almost conference time! May 18-20, property management staff will converge at the Galt House for the 32nd annual Housing Management Conference. Service Coordinators will again have their own two-day training track. Other attendees are always welcome to attend any of the Service Coordinator track sessions. In fact, on Wednesday, the Service Coordinator and Elderly Housing tracks will be training together. If you haven't already registered for the conference, you may do so at www.kyhousing.org. The cost of the conference is an eligible Service Coordinator grant expense.

On Wednesday, May 19th, the Kentucky Association of Service Coordinators will meet at 1:00 p.m. at the Galt House. The exact place will be announced during the Service Coordinator sessions on Tuesday and Wednesday.

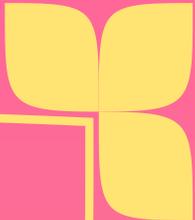
Service Coordinators can receive credit toward their required training hours by attending the conference. Training hour sheets will be available at the registration desk at the Galt House. Service Coordinators will want to pick up one to get credit for the courses they attend.

Change in Voucher Submission for Manual Review

In order to provide more prompt and effective service to project owners when vouchers require manual reviews, the Financial Operations Division FOD will be receiving, tracking, and approving vouchers through its Chicago office. At this time, only vouchers rejected by TRACS for payment with Activity Codes T31, T52, T91, and T92 require manual review. Effective March 12, 2010, we are implementing the following change:

Owners/management agents are asked to use a scanner to transform each printed voucher into a digital copy and save it as a .pdf file (this is easy to do if you are not already doing it). Use the contract number as the file name. Then, attach the .pdf files to an e-mail message addressed to voucherprocessing@hud.gov. If you don't presently have the capability to scan and e-mail vouchers to our voucher processing mailbox, you may temporarily fax them to 312-886-7941.

Vouchers are no longer received at fax number 816-426-6174. Please do not both email and fax the same voucher. If you have questions about this process, please email voucherprocessing@hud.gov.



Energy Saving Updates

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Energy Saving Methods

Approximately 22 percent of the energy used in the United States is consumed by the residential sector, that is, in houses and apartments. Most of the energy consumed in the apartment buildings still comes either directly or indirectly from fossil fuels: oil, natural gas, or coal. These fuels are non-renewable resources and, in the case of oil and natural gas, world supplies could be exhausted in the not too distant future. Therefore, it is in everyone's best interest to use these precious energy resources wisely while new energy sources are being developed.

Thermostat Advice

For apartments that have them, thermostats offer the single greatest opportunity to conserve energy. They also offer the easiest way to conserve, requiring nothing more than adjusting a dial to the desired temperature setting. Advice on settings range from 65 degrees F to 68 degrees F for hours you are active to 50 degrees F to 60 degrees F when you're in bed.

Some thermostats have an automatic set back feature that can be set to lower the temperature around the time you go to bed and raise it again shortly before you get up in the morning. Some thermostats provide for double set backs, allowing you to not only automatically raise and lower the temperature at night and

in the morning, but to automatically lower it during the day while you're out and to raise it shortly before you return in the evening. Although many people mistakenly believe that it takes more energy to heat up a cold apartment than it does to keep an apartment at a constant comfortable temperature, this is seldom the case. Make sure your thermostat is not in a draft. It will sense the cooler air and make the furnace work longer overheating your apartment.

Door Advice

Your apartment will lose warm air to an unheated hallway or to the outdoors, so keep your apartment door closed.

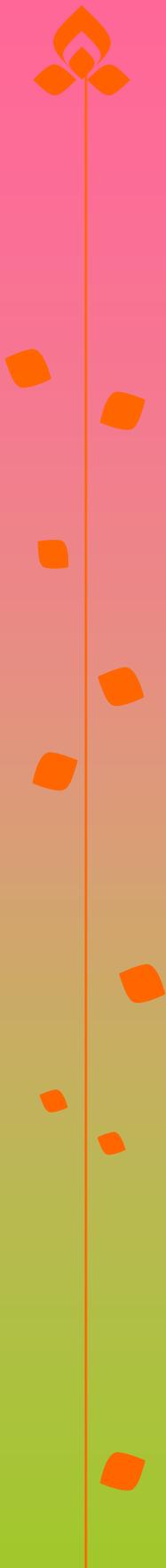
Weatherproofing doors

A poorly fitted door will allow warm air to escape from an apartment during the winter months. However, there are a number of simple no- to moderate cost techniques for making your door more airtight. Warm air can escape between the door frame and the wall. If this is the case in your apartment, caulk between the frame and the wall. The loss of warm air is usually the greatest under the bottom of the door. This air loss can be prevented by installing a door sweep on the bottom edge of your door. A no or low cost alternative to a door sweep is a draft guard. This is a closed tube of cloth filled with sand which is laid against the bottom of the door. You can buy this product cheaply, but the no cost way is to make it yourself. Cut a 4" to 5" inch wide strip from an old sheet, dress, or shirt. The strip should be several inches longer than the gap it will plug. Sew the sides and one end together, then fill with sand and sew shut. Around the remainder of the door, weatherstrip where the door closes against the frame.

Weatherproofing Windows

There are a number of ways that warm air can escape through your windows. It can escape between the window frame and the wall. This type of leak can be stopped by caulking between the frame and the wall.

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Energy Saving Updates

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Warm air can be lost between the movable window sash and the window frame and between the top and bottom sash in a double hung window. (The window sash is the panes of glass and framework into which they are set). In this case air loss can be prevented through weatherstripping the movable sash.

Rope caulk can be placed over the cracks and between the sash and window frame and where the upper and lower sashes meet. This is the least expensive form of weatherstripping but also the least durable; it will dry out in about a year. An additional disadvantage to rope caulk is it must be removed in order to open the window. Plastic, foam, or felt weatherstripping will last longer than rope caulk and the window can be used without removing the weatherstripping.

The most durable weatherstripping is spring metal or plastic weatherstripping that can be placed between the sash and the frame and between the upper and lower sash. Typically, these types of weatherstripping will last for several years and do not interfere with the use of the window.

Subscribe To Louisville MF Listserv

The Louisville Multifamily Program Center recently created two new listservs that you need to subscribe to if you would like to receive information regarding new developments and announcements through the Louisville HUD office.

The KY MF Owners and Management Agents list provides news and information to Owners, Management Agents and Site Managers on new policies and procedures.

The KY Multifamily Partners list provides an easy way for our business partners (property owners, management companies, sponsors, developers) and other interested parties to stay informed. The Louisville Multifamily Program Center will use this mailing list to send notices, announcements, the Kentucky Housing Partner Newsletter, etc., to our business partners.

To sign up go to <http://portal.hud.gov/portal/page/portal/HUD/subscribe/localmailinglist#ky> and select the listserv that you are interested in. From there, follow the instructions on the Mailing List Sign-Up page.

Get On The Bus

The Path Towards Equal Housing Opportunities

State Housing Advocates to Honor Fair Housing Month with a bus tour of Frankfort's segregation history.

Wednesday, April 28, 2010

1:00 to 3:00 PM

Kentucky State University

400 East Main Street

Frankfort, KY 40601

Building 105, Room 238

Register online at <http://xrl.us/getonthebus> or contact Arthur Crosby at (859) 971-8067, toll free at (866) 438-8617

Updates

RHIPP/EIV

Because the Department is committed to preserving the existing stock of affordable housing, local Field Offices are permitted to request waivers to certain sections of the HUD Regulations and the Section 8 Renewal Guide. Headquarters will consider the following Field Office requests on behalf of owners:

Regulatory Waivers

880.205(a), 881.205(a), or 883.306(a) to allow a nonprofit owner with a new regulation Section 8 contract to receive distributions.

Section 8 Renewal Guide Waivers

The Note found after Section 3-2D that restricts rents to use restricted levels.

In Chapter 15:

the requirement in Section 15-8 that rents in a RCS reflect use restrictions on the property;

the requirement in Section 15-13 that the property have a REAC score of greater than 30, and

the prohibitions against for-profit owners who wish to comply with the requirements of Chapter 15 from obtaining the benefits under the chapter.

To all SAVE users: The Department of Homeland security has streamlined the Systematic Alien Verification for Entitlements database. Beginning May 1, 2010, you must have an updated ID and password to access the system unless you have received a user ID and password since June 2009. All authorized EIV users that are also authorized SAVE users are now able to access SAVE from EIV. If you would like access to SAVE or have access and not received a new user ID and password please send property name, address, fax, and phone number by email to: Kevin.X.Garner@hud.gov. The deadline for submission is April 15, 2010.

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