



Buzz from the Bluegrass

Issue #30

4th Quarter 2010

CLEM'S CLAUSE



KHA was great!!!

Not only did we have two of the most knowledgeable HUD staff on the Voucher Program (Milan Ozdinec and Mike LaRiccia) as our guests, but KHA's own Shannon Biggs decided that the conference would just not be complete unless she could make me look like a total fool as part of the luncheon on Tuesday (not that I really need any assistance in this area).

We are still working with all of you on the three priorities in the Office of Public Housing. They are 1) The leasing of public housing apartments; 2) Maximizing the utilization of Housing Choice Voucher units and funding; and 3) Continuing to work with both formula and competitive ARRA funds.

In September we started our on-site visits to collect data on public housing occupancy. While in most cases occupancy is high, we are looking to do everything possible to house the maximum number of families possible. On the Voucher side of the fence we are also looking to maximize utilization. We hope the training provided at KHA recently will provide all Kentucky voucher agencies with a higher comfort level with the on-going challenges/opportunities of managing utilization.

ARRA update – Kentucky received \$52,042,820 in formula American Recovery and Reinvestment Act (ARRA) Act Capital Fund Formula funding and \$6,245,976 in Competitive ARRA funds. Almost 92% (\$47,689,606) had been disbursed through the end of September while all of the competitive funds have been obligated. Thanks and keep up the good work. With the emphasis, amount, and complexity on the ARRA funding, we continue this month with our “ARRA You Ready” section of the newsletter which this month will cover stats and success stories.

Staffing changes – We have several congratulations to pass on this month. Marcia Pierce applied for and was selected as the HUB Director of the Memphis office. While we will certainly miss Marcia in Kentucky, HUD and particularly the Southeast Region of HUD (that both Kentucky and Tennessee are a part of) will be better off with her filling that role. This should also allow for Kentucky and Tennessee housing agencies that have always had good and positive interaction to hopefully build on that with even more collaboration as staff in these offices work together. Congrats Marcia and thanks for all you did for Kentucky while you were with us. Lastly, it is with tremendous sadness that I announce that Vern Estey has decided to retire. Vern takes with him many years of valuable experience. Vern's years when he was a HA executive director always allowed him to bring a real world knowledge and compassion to the job. If you did not have the opportunity to really know Vern you may not be aware of what a great co-worker he was and how much he cared for the KHA membership and the residents that we both serve. I consider myself fortunate to have been able to work with Vern for these many years and know that he impacted me in a positive fashion. I considered Vern to not only be a trusted and valuable employee, but a friend as well. Thanks Vern and Marcia!!!

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Mark Your Calendars!!

KHA Executive Conference

December 5 - 8, 2010
Lexington, KY

KHA Mid Year Conference

February 6 - 11, 2011
Lexington, KY

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REGULATORY NOTICE UPDATES

These are all of the PIH Notices, Federal Registers, and Code of Federal Regulations that have been published since the last edition of this newsletter. Should you require more information or have additional questions about any listed, please contact our office. All these publications can be found at <http://www.hud.gov/offices/adm/hudclips/index.cfm>.

Please note that on a regular basis, you will receive notice via email from our office when a notice is issued that we feel you should be made aware of immediately. We hope this information is helpful.

PIH NOTICES: web site <http://www.hud.gov/offices/pih/publications/notices>

2010 Notices

Notice	Issued/Expires	Subject/Purpose
PIH 2010-37 (HA)	Issued: Sep. 7, 2010 Expires: Sep. 30, 2011	Operating Fund Program: Guidance on Demonstration of Successful Conversion to Asset Management to Discontinue the Reduction of Operating Subsidy, Year 5 Applications - This notice provides information for public housing agencies (PHAs) that wish to submit documentation of successful conversion to asset management in order to discontinue their reduction in operating subsidy under the Operating Fund program regulations (24 CFR part 990), commonly referred to as the "stop-loss" provision. [...]
PIH 2010-36 (TDHEs)	Issued: Aug. 31, 2010 Expires: Aug. 31, 2011	Extension - Recipient Inspection of Housing Units Assisted under the Native American Housing Assistance and Self Determination Act of 1996 (NAHASDA) and Those Assisted Under the United States Housing Act of 1937 - This Notice extends for another year Notice PIH 2009-30 (TDHEs) , same subject, which will expire on August 31, 2010, for another year until August 31, 2011.
PIH 2010-35 (TDHEs)	Issued: Aug. 17, 2010 Expires: Aug. 31, 2011	Demonstration Program - Self-Determined Housing Activities for Tribal Governments - The purpose of this Notice is to establish the requirements for tribes and tribally designated housing entities (TDHE) to participate in the Indian Housing Block Grant (IHBG) Demonstration Program authorized under the Native American Housing Assistance and Self-Determination Act of 1996 (NAHASDA), as amended.
PIH 2010-34 (HA)	Issued: Aug. 10, 2010 Expires: Aug. 31, 2011	Information and Procedures for Implementation of Capital Funds Recovery Competition Grants - This Notice provides processing information for PHAs regarding the implementation of competitive grant funds.
PIH 2010-33 (TDHEs)	Issued: Aug. 6, 2010 Expires: Aug. 31, 2011	Reinstatement - PIH Notice 2009-6 (TDHEs) - Administrative Requirements for Investing Indian Housing Block Grant (IHBG) Funds - This Notice establishes the basis upon which the Department will determine if a recipient of Indian Housing Block Grant (IHBG) funds, as authorized by the Native American Housing Assistance and Self-Determination Act (NAHASDA) of 1996 (Pub. L. 104-330, as amended), has the administrative capacity to draw down IHBG funds for investment purposes.
PIH 2010-32 (TDHEs)	Issued: Aug. 6, 2010 Expires: Aug. 31, 2011	Limiting Housing to Indian Families or Tribal Members when using Indian Housing Block Grant (IHBG) funds - This Notice reissues Notice PIH-2009-04 (TDHEs) and explains when tribes or tribally designated housing entities (TDHEs) (referred to in this Notice as 'Tribe') may limit housing assistance to Indian families or tribal members. This Notice outlines how the requirements are different if only IHBG funds are used or if IHBG funds are leveraged or combined with funds from other sources.
PIH 2010-31 (TDHEs)	Issued: Aug. 6, 2010 Expires: Aug. 31, 2011	Reinstatement - PIH Notice 2009-7 (TDHEs) - Depository Agreements for Recipients of the Indian Housing Block Grant (IHBG) Program - This Notice transmits the current depository agreement forms to be used when investing IHBG funds; form HUD-52736-A (10/2004) for banking accounts and form HUD-52736-B (10/2004) for brokers/dealers. Also, the Notice clarifies when to use depository forms and when tribes or tribally designated housing entities (TDHEs) may utilize brokers in the investment of Indian Housing Block Grant (IHBG) funds under 24 CFR 1000.58.

PIH 2010-30 (HA)	Issued: Aug. 2, 2010 Expires: Aug. 31, 2011	Transactions between Public Housing Agencies and their Related Affiliates and Instrumentalities - PIH Notice 2007-15 (HA) is extended for another year, which was previously extended by 2008-27 and 2009-24. This notice provides guidance to public housing agencies (PHAs) regarding the creation and use of affiliates and instrumentalities so to participate in Public and Indian Housing programs under the United States Housing Act of 1937.
PIH 2010-29 (HA) ▶ Related attachment (MS-Excel)	Issued: July 30, 2010 Expires: July 31, 2011	Request for Applications under the Moving to Work Demonstration Program - This notice offers eligible public housing agencies (PHAs) the opportunity to apply for admission to the Moving to Work (MTW) demonstration program. MTW allows PHAs to design and test innovative, locally designed housing and self-sufficiency strategies for low-income families by permitting PHAs to combine assistance received under Sections 8 and 9 of the United States 1937 Act (1937 Act) into a single agency-wide funding source and by allowing exemptions from existing public housing and Housing Choice Voucher (HCV) program rules, as approved by the Department of Housing and Urban Development (HUD). [...]
PIH 2010-28 (HA)	Issued: July 30, 2010 Expires: July 31, 2011	Extension of Notice PIH 2009-23 (HA) - Requirement for Designation of Public Housing Projects - This Notice extends Notice PIH 2009-23 (HA), same subject, which expired on July 31, 2010, for another year until July 31, 2011. The Notice reiterates the streamlined requirements for designating public housing projects for occupancy by elderly families only, disabled families only, or elderly and disabled families only.
PIH 2010-27 (TDHEs)	Issued: July 27, 2010 Expires: July 31, 2011	Reinstatement of PIH Notice 2009-05, Accessibility Requirements for Native American Programs: Section 504 of the Rehabilitation Act of 1973; Americans with Disabilities Act of 1990; Architectural Barriers Act of 1968; and Fair Housing Amendments Act of 1988 - The purpose of this Notice is to remind tribes and tribally designated housing entities (TDHE) who are recipients of federal funds of their obligation to comply with pertinent laws and implementing regulations that provide for non-discrimination and accessibility in federally funded housing and non-housing programs for people with disabilities. [...]
PIH 2010-26 (HA)	Issued: July 26, 2010 Expires: July 31, 2011	Non-Discrimination and Accessibility for Persons with Disabilities - The purpose of this Notice is to remind recipients of Federal funds of their obligation to comply with pertinent laws and implementing regulations which mandate non-discrimination and accessibility in federally funded housing and non-housing programs for persons with disabilities. [...]

FEDERAL REGISTERS: web site <http://www.hud.gov/offices/adm/hudclips/fr/>

DOCN	Date	Title
FR-5383-N-16	20100915	Notice of Submission of Proposed Information Collection to OMB; Certification of Domestic Violence, Dating Violence, or Stalking
FR-5376-N-86	20100913	Notice of Submission of Proposed Information Collection to OMB Housing Choice Voucher Program
FR-5383-N-20	20100913	Notice of Proposed Information Collection for Public Consolidated Public Housing Certificate of Completion
FR-5383-N-19	20100909	Notice of Proposed Information Collection for Public Comment: Restrictions on Assistance to Noncitizens
FR-5432-N-01	20100909	Statutorily Mandated Designation of Difficult Development Areas and Qualified Census Tracts for 2011
FR-5383-N-17	20100907	Notice of Proposed Information Collection for Public Comment Allocation of Operating Subsidies Under the Operating Fund Formula: Data Collection
FR-5383-N-18	20100907	Notice of Proposed Information Collection for Public Comment; Notice of Proposed Information Collection for Public Comment; Public Housing Capital Fund
FR-5390-N-01	20100903	Notice of Availability: Notice of Funding Availability (NOFA) for the Fiscal Year (FY) 2009 Section 202 Demonstration Pre-Development Grant Program
FR-5415-N-25	20100831	Notice of Availability: Notice of Funding Availability (NOFA) for HUD's Fiscal Year (FY) 2010 HOPE VI Revitalization Grants Program
FR-5383-N-15	20100826	Notice of Proposed Information Collection for Public Comment; Requirements for Designating Housing Projects

FR-5380-N-29	20100820	Notice of Submission for Extension of a Currently Approved Information Collection: Comment Request; Owner Certification With HUD's Tenant Eligibility and Rent Procedures
FR-5430-N-01	20100804	Proposed Fair Market Rents for the Housing Choice Voucher Program and Moderate Rehabilitation Single Room Occupancy Program Fiscal Year 2011
5300-FA-06	20100802	Announcement of Funding Awards for Healthy Homes and Lead Hazard Control Grant Programs for Fiscal Year 2009
FR-5383-N-15	20100727	Financial Standards for Housing Agency-Owned Insurance Entities
FR-5428-N-01	20100723	Public Housing Assessment System (PHAS): Asset Management Transition Year 2 Extension
FR-5417-N-01	20100709	Administrative Guidelines; Subsidy Layering Reviews for Proposed Section 8 Project-Based Voucher Housing Assistance Payments Contracts

CODE OF FEDERAL REGULATIONS: <http://www.hud.gov/offices/pih/regs/index.cfm>

There is also a wealth of knowledge that is accessible by calling the local HUD Office. We are here to work with you and for you. Other additional important numbers are:

FHA Resource Center (Single Family)	800-225-5342	Ext. 332 for homebuyer packet
Handbooks, Notices & Forms	800-767-7468	www.hudclips.org
Housing Counseling Agencies (HUD-app)	800-569-4287	Enter zip for nearest agency
HUD Homes for Sale (Pyramid Real Estate)	877-451-4680	www.hud.gov/homes
Legal Aid Network of Kentucky	866-452-9243	www.kyjustice.org

ARRA YOU READY

(American Recovery & Reinvestment Act of 2009)

(Submitted by Ms. Carol Spencer)



We are well into our second year utilizing our ARRA funds on many different work activities around the state. We've heard many success stories but would continue to like to hear about them. For instance, the Housing Authority of Ashland recently used their formula ARRA funds to remove asbestos from 21 units that had been off-line for awhile. The influx of the ARRA funds allowed them to turn all the apartments at once and they have now been occupied thus increasing their occupancy rate. Congratulations, Housing Authority of Ashland!

Here are some more exciting statistics showing how well we are disbursing our funds:

Number of formula ARRA grants: **105**
 Number of competitive ARRA grants: **11**

Amount of formula ARRA grant funds: **\$52,042,820**
 Amount of competitive ARRA grant funds: **\$6,245,976**

Amount of formula ARRA funds disbursed: **\$47,689,606 or 92%**
 Amount of competitive ARRA funds disbursed: **\$1,152,869 or 18%**

Number of PHAs who have fully disbursed their formula ARRA grant: **74 or 70%**
 Number of PHAs who still need to reach the 60% disbursed amount by 3/17/2011: **4**

Keep up the good work, Kentucky PHAs!

IMS-PIC-Highlights and Headlines

POP QUIZ! If you don't take the time to scroll through out Bluegrass News, you are missing out on a great deal of information. Take a quick quiz: every year IMS-PIC undergoes system modifications. During what months do these usually occur?

- a. January and July
- b. March and September
- c. April and September

Keep reading the newsletter for the correct answer!



Capital Fund Certification 2011

Our office forwarded electronic correspondence from the Office of Capital Investment. It explains how the Capital Fund Certification process will occur this year. The correspondence states the certification period is expected to begin in mid-October and run for about 30 days. We believe the deadline will be November 19th.

Last year we were as late as New Years Eve certifying data counts; this year we believe we can beat the deadlines. Please review the correspondence at length.

What we believe each PHA should do is take a look at their building and unit data now. Perform a B&U data submission; we must approve your data by mid-October.

Moving Users in IMS-PIC

If an HA User changes jobs and starts at a different agency they must apply for and get a new WASS ID. The reason for this is that when a user signs up for an "M" ID, a business partner relationship is established in WASS, linking that ID with a particular HA code. This link can't be edited – it's a permanent relationship in the system. We have been notified that when we move an "M" ID within IMS/PIC the old business relationship will continue to exist in WASS.

Below is the URL for the online Registration of a new WASS ID

https://hudapps.hud.gov/public/wass/public/pha/phareg_page.jsp

NOTE! There is a new message on the legal warning page when you log into WASS.

HUD policy continues to require that user accounts be deactivated after 90 days of inactivity. With the new User ID expiration message, users will know by which date they must login again in order to avoid automatic deactivation!

12/31 PHAs.

All PHAs must take steps to ensure that staff responsible for the maintenance of PIC system information and EIV system data extracts maintain their “active user” status in PIC. Our office has always encouraged everyone to access PIC at least monthly because failure to access the system will result in deactivation.

REMEMBER: If you don’t have active user status in PIC, you will not be able to access EIV!

The PHA PIC Security Administrator must perform the following steps:

- a. Go into PIC Security Administration
- b. In Security List select the drop down box of “User Status”
- c. Select “All”. You will see a list of all PHA users.
- d. Select each individual who you want to re-activate.
- e. In the upper right corner of the screen you select:

Effective Start Date:*	01/01/2011 (This coincides with your FY)
Expiration Date:*	12/31/2015
User Status:*	This is a drop down box: change to active.

*You may use an expiration date of five years from the account update or creation date.

In the September 24, 2010, IMS-PIC Release NOTICE: PIH-2010-025 (HA), system functionality was enhanced for Action types 10 and 11.

After September 2010 release active Action type 10 will be archived by the nightly batch job if:

1. The effective date of the active Action type 10 in the most recent Action type 10 submission records is older than 18 months.

Archiving Action type 11

The Action type 11 will be archived by the nightly batch job if:

1. The effective date of the active Action type 11 in the most recent Action type 11 submission record is older than 6 months.

There are additional conditions noted that can be found in the release description!



Now to really tickle your brain!

Remember the “Pop Quiz” question?

The correct answer is “C. April and September”

These are the times when the system will usually undergo system modifications and functionality changes.

IMS PIC SYSTEM UPGRADE RELEASE!

On September 24, 2010, IMS_PIC performed a functionality expansion release. Release 7.1.0.0 consisted of several component modifications and HUD Headquarters will post an Executive Summary explaining all changes on the IMS-PIC Summary Release page. Listed below is a brief summary of the key system changes that will affect how we utilize the system:

1. Retaining "Troubled" status in SEMAP until explicitly removed

Added functionality to the SEMAP sub-module to retain the PHA's 'Troubled' designation status until the confirmatory review (CR) completion is entered into the system.

2. Functionality to submit applications with the HOPE VI RP Demolition application Type

PIC shall be modified to allow PHA users to create and submit applications with the HOPE VI RP Demolition application type.

3. The Inventory Removal Sub-module has been enabled to allow PHA users to request the total acres of the Development to be modified after HQ Approval

4. The system will now allow Cross Program Port In and Port Out 50058 Submissions-Between MTW and Non-MTW Agencies

A. Add 'Overlapping Date' functionality (Auto EOP and Auto Port Out) vs. MTW tenants and modify the overlapping date report to include MTW tenants. Form 50058 submission modules will be modified to allow overlapping between Form 50058 and MTW.

B. PHAs will be able to submit regular Form 50058 submissions for tenants, who are active in MTW module, without having to end their participation or port out from MTW. In this case, an overlapping record will be created for the tenants.

C. All types of overlapping that will be acceptable in the system between Form 50058 and MTW modules along with their corresponding action types that can be submitted to the system to create and end the overlapping.

5. Housing Inventory – Development – Reorganize IMS physical unit inventory based on tiers

There are 3 major tiers:

- 1 - Unit Tenant Status,
- 2 - Unit Type Designation, and
- 3 - Accessible Unit Designation.

These are referred to as Tier 1. Beneath this major tier level are Tier 2 statuses, types, or designations and Tier 3 subcategories of statuses, types, or designations.

Tier 1	Tier 2	Tier 3	HUD Approval	Reason For Change
Unit Tenant Status	Occupied	Occupied by Assisted Tenant	No	<ul style="list-style-type: none"> • Change in Use • Data Correction • Others
		Occupied - Non-Assisted Tenant Over-Income	No	
		Occupied - Police Officer	No	
		Occupied - Employee	No	
		Occupied - Unauthorized	No	
	Vacant		No	
	Vacant HUD Approved	Undergoing Modernization	Yes	
		Court Litigation	Yes	
		Natural Disaster	Yes	
		Casualty Loss	Yes	
		Market Conditions	Yes	
		Vacant Demo/Dispo Approved	Yes	
	Non Dwelling	Special Use: Anti Drug/Crime	Yes	
		Special Use: Self Sufficiency Activities	Yes	
		Administrative uses	Yes	
		MTW Neighborhood services	Yes	
		Special use: Other Resident Activities	Yes	
Resident Amenities		Yes		
Unauthorized		Yes		

Tier 1	Tier 2	Tier 3	HUD Approval	Reason For Change
Unit Type Designation	General Occupancy		No	<ul style="list-style-type: none"> Change in Use Data Correction Others
	Non-Dwelling		N/A	
	Officially Elderly		Yes	
	Officially Disabled		Yes	
	Officially Mixed		Yes	
	Merged Unit		Yes	
	Mixed Elderly and Disabled Not HUD Officially Designated		Yes	
Accessible Unit Designation	Standard			<ul style="list-style-type: none"> Change in Use Data Correction Others
	UFAS barrier-free accessible			
	Hearing / Visual Impairment			

This table shows how the new reorganized unit designations map to the old unit designations

Old Implementation (Prior to Sep 2010 Release)		New Implementation (Post Sep 2010 Release)		Reason for Change
Tier 2 (unit_type_code)	Unit Designation Description	Tier 2 (unit_type_code)	Unit Designation Description	
FA	Family Unit	FA	General Occupancy	<ul style="list-style-type: none"> Change in Use Data Correction Others
EL	Elderly Unit			
FD	Family and Disabled			
ED	Elderly and Disabled			
NA*	Not Applicable	NA	Non-dwelling	
ODD	Officially Designated Disabled	ODD	Officially Disabled	
ODE	Officially Designated Elderly	ODE	Officially Elderly	
ODM	Officially Designated Mixed	ODM	Officially Mixed	
		MED	Mixed Elderly and Disabled Not HUD Officially Designated	
		MU	Merged Unit	

This last table shows how Tier 2 categories of the unit designation and accessibility designation behave within the program. Namely, it shows whether HUD approval is required to select the category and what user type can select it.

Unit and Accessible Designations	HUD Approval Required?	Can PHA user select it?	Can HUD user select it?
Unit Designation Types			
General Occupancy	No	Yes	Yes
Non-dwelling	N/A**	N/A**	N/A**
Officially Disabled	Yes	Yes	Yes
Officially Elderly	Yes	Yes	Yes
Official Mixed	Yes	Yes	Yes
Mixed Elderly and Disabled Not HUD Officially Designated	Yes	Yes	Yes
Merged Unit	No	No	Yes
Accessible Unit Designation Types			
HVIMP - Hearing/Visual Impairment	Yes	Yes	Yes
NA - Not Applicable	Yes	Yes	Yes
STD - Standard	Yes	Yes	Yes
UFAS – UFAS barrier free accessible	Yes	Yes	Yes

We work in an ever changing environment and we try to provide as much information as possible once we receive it. As always, feel free to contact your assigned technician or the Field Office IMS-PIC Coach for any concerns or questions you have about the system.

Respectfully,
Barbara L. Finch, PHRS-PIC Coach





EIV - FYI

Submitted by Mr. Eric Jackson, EIV Coordinator

What is EIV?

The purpose of HUD's Enterprise Income Verification (EIV) system is to make integrated income data available from one source, via the Internet, for PHAs to use to improve income verification during required income reexaminations. EIV provides the following information:

1. Monthly employer new hires.
2. Quarterly wages (including employer information), Federal wages are available.
3. Quarterly unemployment compensation.
4. Monthly social security (SS) and supplement security income (SSI) benefits.

The EIV system is available to all PHAs nationwide. Effective January 31, 2010, PHAs are required to use and implement the EIV system in their day-to-day operations. Read the [Final Rule](#) and issued [Guidance](#). PHAs should contact the EIV Coordinator at their local HUD Field Office for further information on obtaining access to the system. PHA users PIC access must be active to access the EIV system.

Please be advised that the following PIH RHIP/EIV web pages have been updated with new information such as the ***What You Should Know About EIV*** guide for applicants and tenants, listing of PIH EIV Coordinators, upcoming EIV training opportunities, and more.

Enterprise Income Verification (EIV) System: <http://www.hud.gov/offices/pih/programs/ph/rhiip/uivsystem.cfm>

EIV Training Sessions: <http://www.hud.gov/offices/pih/programs/ph/rhiip/training.cfm#3>

Upfront Income Verification Newsflash: <http://www.hud.gov/offices/pih/programs/ph/rhiip/uivnewsflash.cfm>

Rental Housing Integrity Improvement Project RHIP: <http://www.hud.gov/offices/pih/programs/ph/rhiip/index.cfm>

Verification Guidance: <http://www.hud.gov/offices/pih/programs/ph/rhiip/verifguidance.cfm>

Income Discrepancy Resolution: <http://www.hud.gov/offices/pih/programs/ph/rhiip/indisres.cfm>

Debts Owed to PHAs and Terminations Module

The latest release of EIV has a new feature – The Debts Owed to PHAs and Terminations module, which allows users to access, input, and update former tenants' information on any debts owed to PHAs and termination from PIH programs. The EIV online system allows EIV PIH users to access the following reports under this module:

1. Search for Former Tenant.
2. Enter / Update Information (users with the PHA - Program Administrator role*).
3. Debts Owed to PHAs and Terminations Report.

Every night, EIV calculates and generates the Debts owed to PHAs and terminations Report data automatically. The Enter/Update Information is used to generate a list of End of Participation (EOP) tenants, concerning the debt balance amount owed to the PHA, or concerning the circumstances under which a tenant was evicted or had their lease or voucher terminated. The report covers household members that have had EOP actions dated within 15 months from the date of report generation.

It is permissible for multiple PHA users to have access to the EIV Debts Owed module. However, a PHA staff person must have the Program Administrator role (Public Housing or Voucher respectively) in EIV in order to work in the debts owed sub-module. **Every EIV user must complete and submit to the HUD Field Office a User Access Authorization Form and Rules of Behavior Agreement – Form HUD 52676 before October 30, 2010, or you will lose access to the EIV system.** Please mail the forms in as early as possible to allow sufficient processing time prior to the end of the month as many requests will be arriving simultaneously. In order to properly complete the request form and be granted access to the Debts Owed module you must: In Part A, Section 10, you

should check “10-Enter/update/delete debts owed to PHAs & adverse termination information of former tenants.” In Part B, select “1-Add access.” In Part C, select “4-Program Administrator- Public Housing”, select “5- Program Administrator- Voucher” if you are a Section 8 Agency, or boxes 4 and 5 if your PHA is a combined Public Housing and Section 8 agency. Also, if you are a large PHA (greater than 250 combined units), then you are required to have two users act as “6-User Administrators” (which is the most powerful role) and two users as “7-Security Administrators” identified in Part C. These must be four separate users – the same person cannot occupy the role of both User Administrator and Security Administrator (unless you are fewer than 250 total units). Please be sure to sign the form in **BLUE INK**, mail the originals to my attention, and keep copies in your PHA’s EIV file.

Security Awareness Questionnaire

Effective September 27, 2010, as a condition for accessing the PIH EIV system, PHA users will be prompted to answer ten (10) Security Awareness questions to confirm their knowledge of physical, technical, and administrative safeguards which should be implemented to protect EIV information. Upon successful (answering 9 out of 10 questions correctly) completion of the Security Awareness Questionnaire, users will be able to access EIV information. Users will be prompted every 12 months to complete the Security Awareness Questionnaire.

If all questions are not answered, EIV will display the following screen “Please answer all questions” and the user will be denied access to EIV information and prompted to complete the Security Questionnaire.

EIV will allow a user to complete the Questionnaire as many times as necessary until successful completion. A new Questionnaire will appear when the above message appears.

If 9 or more of the 10 questions are answered correctly, EIV will display the following screen “Congratulations! You have successfully completed the Security Awareness Questionnaire.” Upon **successful** completion of the Security Questionnaire and the user will be able to access EIV information.

If 8 or less of the 10 questions are answered correctly, EIV will display the following screen “You must successfully complete the Questionnaire in order to access the EIV system.” Upon **unsuccessful** completion of the Security Questionnaire, the user will be denied access to EIV information and prompted to complete the Security Questionnaire again.

For information on Security Awareness, PHAs are encouraged to view the *EIV Security Procedures for UIV Data* posted at:

<http://www.hud.gov/offices/pih/programs/ph/rhiip/docs/eivsecguidepha.pdf> and/or previous HUD-sponsored Security Awareness training available online at: <http://portal.hud.gov/portal/page/portal/HUD/webcasts/archives/iv> or <http://portal.hud.gov/portal/page/portal/HUD/press/multimedia/videos>.



Public Housing Utilization Pilot

Submitted by Ms. Georgia Turner

The HUD Field Office is piloting a Public Housing Utilization initiative. The initiative is being implemented to reduce vacancies. HUD staff will work with your office to find out how many and what types of vacancies exist at your PHA. **We must complete 100% unit data verification of all PHAs by December 31, 2010.**

We will accomplish the vacancy verification process through on-site and remote reviews. Our approach consists of starting with those PHAs with the highest vacancy rates. Currently, there are 31 PHAs with a vacancy rate over 5%, and those PHAs will be reviewed first. Additionally, as we conduct either on-site or remote reviews, we will focus on those PHAs that are uncertain of the actual number and types of vacancies that exist.

In an effort to prepare for the project, your PHA should begin to examine your vacancies. Please keep an accurate count of the number of vacancies at your site, and check the status of each vacancy in PIC to determine if it is coded correctly. If you start this process today, it will drastically simplify the review process. Please reference PIH Notice 2010-6 for coding information.

I have been charged with the coordination of this worthwhile project. If you have immediate questions, please give me a call at (502) 618-8123. If not, your Public Housing Revitalization Specialist will contact your office this month with more details.

I will be working closely with the Public Housing team to further define our strategy as we prepare to meet our 100% vacant unit data verification goal. The HUD team looks forward to working with you to reduce vacancies. Thank you in advance for your cooperation, and *let's work together to reduce vacancies one unit at a time.*

NOFA Funding for Primary and Prevention Health Services



To: Public Housing Agencies-Non-profits-faith-based- community based organizations.

Fm: Sonja Redmon, PHRS (502) 618-8146, or email - sonja.l.redmon@hud.gov

Check out this unique funding opportunity from the Health Resources and Services Administration (HRSA) HRSA-11-017. The HRSA is looking for New Access Points (NAPs) and/or the expansion of existing services to currently underserved populations via satellite sites. The HRSA has targeted public special needs groups by expanding the list of eligible applicants to agencies providing services to low-income public housing residents (with a few caveats, please refer to the NOFA for more details).

Please note that any NAP must be for primary and preventative health services, including oral health, mental health, and substance abuse activities. Most of Kentucky's public housing agencies will find it necessary to partner with existing health based or community based centers, but a few of you have health centers that could use expansion and/or updates that will allow for additional services. The web site for information on the details of eligibility can be found at www.grants.gov (funding # HRSA-11-017), or <http://www.hrsa.gov/grants/apply/assistance/nap>.

The NOFA is 98 pages, but here are a few highlights for your consideration:

1. Applications are due November 17, 2010 with estimated award of funds in August 2011.
2. Average award will be between \$150,000 (one year time period for necessary one time minor capital improvements/renovations) and \$650,000 (two years) for New Access Points (NAP). Depending upon the scope of the projects submitted the HRSA is expecting to award grants to about 350 applicants.
3. The NAP must be a primary health care facility that increases access to health care services, improves health outcomes, and reduces health disparities in the community/population to be served. This can be a "new start" or a "satellite" facility. There is discussion of mobile medical vans that should be reviewed as well.
4. For PHAs interested in applying, there must be a mechanism for involving residents in the preparation of the application and in the ongoing planning and administration of the program.
5. There is also a planning grant opportunity generally offered in the fall NOFA season through HRSA and interested parties should be looking for that opportunity as well. You can be added to the e-mail list of interested parties by contacting Ms. Andrea Adams, MBA-MPH. She is the POC for the Kentucky Primary Care Association and can be contacted at (502) 227-4379 or Andera@kypca.net.
6. Please refer to the current list of Kentucky counties with primary care facilities funded by HRSA. You may find a regional/local partner, and/or you may find that your community is currently "under-served" making this opportunity even more urgent.



map FQHC sites and designations 2 10.ppt

Thanks and good luck, call me with any questions you may have. Sonja

New Lead Based Paint Rule and what it means for KY PHAs

Submitted by Ms. Mary Mayrose

In April 2008 the Environmental Protection Agency passed a new rule regarding work on properties built before 1978 called the “Renovation, Repair and Painting Rule.” The affect on Public Housing Authorities is this: you must have someone “certified” on staff if this type of work is taking place on buildings built before 1978. The definition for repair and renovation is inclusive enough to cover typical maintenance activities. Common renovation activities like sanding, cutting, and demolition can create hazardous lead dust and chips by disturbing lead-based paint, which can be harmful to adults and children. The deadline for getting certification of staff was September 30, 2010. If after this date your staff is not certified, you should plan on registering and getting the certification taken care of as soon as possible. Include in your documentation that you have registered your personnel for the classes in case you need the verification before staff attends and receives their certificates. Remember, deteriorated paint is a major source of lead in dust. This dust can be ingested by children and other at-risk groups and can poison them. Identifying and eliminating deteriorated paint can help to reduce the risks that lead poses to children.

Also included within this rule change are additional requirements for contractors. When you have contractors working on site, it’s important that they be certified in the new rule’s training as well. It’s the contractor’s responsibility to comply with this rule and it’s the PHA’s responsibility to have your staff comply. I know of some PHAs that have included the requirement within their bid packages. We think that’s a good idea and could be part of your responsive test when considering bids. Contact other PHAs in your region/area and combine efforts to get your staff certified by holding trainings at a nearby location for several of you.

There is additional information on the web: <http://www.hud.gov/offices/lead/training/rrp/rrp.cfm> - this link will take you directly to HUD’s webpage on the EPA rule and provide additional information for you. If you have any questions about the certification requirements, please contact Frank McNeil or Mary Mayrose. Thanks and be safe out there!

YOURS IN GREENING

Submitted by Ms. Mary Mayrose

As I travel around to several of your HA sites, I’ve seen lots of clotheslines and the greeny in me loves it. I do know that several of you have not been impressed with the lack of curb appeal these “unsightly” poles and bent wires add to your properties. So I decided to do a little research.

As you may know, the use of clotheslines in drying of clothes is a great benefit to HA energy usage. A typical dryer can contribute to over 15% of a family’s energy consumption. There are some new ideas and innovations in clothes line drying available to you and I wanted to share what I’ve found.



There is a type of clothes drying rack that mounts on the exterior of the building and folds down when not in use. There is also another similar type to this style that mounts on the ground. (See photo to the left).

Also available are retractable clothes lines (similar to hotel room bathrooms) in which the unit mounts on the wall and has several cords available to extending and providing lines for drying clothes. When job is completed, the lines retract back into the wall mounted unit. (See photo to the right)



And finally another idea is to paint and clean up your existing clothesline poles. The PHA could provide the paint and the residents could have a painting design contest or PHA staff can paint the poles to improve the appearance.

In keeping with this column's purpose, I wanted to share information about additional products for your housing authority that are green, made from recycled materials, or considered sustainable.

A material for producing countertops called *PaperStone* is made from 100% recycled papers. This product has been used in furniture design as well as kitchen counter top design, residential and commercial setting.

SandHill tile is made from 100% recycled glass. This type of tile works well in bathrooms, residential and commercial installations. *Capri* cork and recycled rubber tile flooring is a durable product on stair treads, garage and warehouse floor installations.

Innovations Innvironments wall covering is made from 100% recycled materials and has a beautiful finish that's easy to install and looks great in a board room.

Chances are you can find all of these products and more in your area that are manufactured from recycled materials or are produced in facilities that have limited their carbon footprints in their manufacturing processes. Check them out! If you're using one of these types of products, share your story with me, I'd love to hear about it. Remember we only have this one earth – let's take care of it.

Photos courtesy of www.urbanclotheslines.com. Parts of this article, reprinted with permission from *Natural Home* magazine

KHA Star in the Making?



Oh me, oh my, move over Elton. There is a new Rocket Man in town. Now we know the secret of how the Louisville Public Housing Office can reach the stars.

Don graciously accepted the role of Elton John in a KHA skit at the conference.



A thank you goes out to Ms. Mary Mayrose, Ms. Sonja Redmon, Ms. Barbara Finch, Ms. Georgia Turner, Ms. Carol Spencer, and Mr. Eric Jackson for taking time out of their busy schedules to provide information for this quarter's newsletter.

A very special thank you goes out to Don for allowing a picture of him wearing fuchsia to be published.

Until Next Quarter.....