

# Kentucky Housing Partner



January 2009

Louisville Multifamily Program Center

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## MR. HUD WELCOMES 2009!

Mr. HUD is looking forward to a well deserved vacation this winter; someplace with warm beaches, cold beverages, and interesting sights. He has been very busy this fall helping get HUD on track with the continuing resolution for funding, getting the Multifamily Housing Conference Committee off to a good start and maintaining a very important personal appearance schedule at various football stadiums and horse race tracks around Kentucky.

After the election Mr. HUD was asked, and of course generously agreed, to work with the presidential transition team on many issues but most importantly on housing programs and plans. Even though he is widely acknowledged as the foremost authority on housing in the country, Mr. HUD declined the request that he take on the job of Secretary of HUD. Mr. HUD has been offered that

position by every president since HUD came into being in 1966. While Mr. HUD enjoys his occasional visits to Washington, he does not want to get bogged down there by too many official duties. He is much more effective as a knowledgeable advisor. He did vet the many fine candidates for HUD Secretary and, while his first choice also declined the position, Mr. HUD believes the recently named candidate for the position will do a fine job in these "interesting" times.



The Multifamily Housing Conference Committee has been busy this fall and is putting together another great event for May 2009. The Safari theme offers plenty of opportunities for adventure and of course the proverbial "serious discussion of housing issues." Look for information coming your way soon.



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## CFO ACCOUNTING CENTER ADDRESS CHANGE

Effective November 6, 2008, the HUD CFO Accounting Center closed Post Office Box 901013. All future mailings should be forwarded to the following address:

HUD CFO Accounting Center  
801 Cherry Street, Unit #45, Suite 2500  
Ft. Worth, TX 76102

Please include the Loan Number, Project Number or Contract Number on any mail sent to this address. Please continue to send checks to PO Box 277303, Atlanta, GA 30384-7303.

Any questions relating to this change should be directed to Teena Neptune, Reports and Control Division Director, at (817) 978-5632.



## 2009 Housing Management Conference

Make plans for the 2009 Housing Management Conference!

The 2009 Housing Management Conference will be held at the Galt House East Hotel from May 19<sup>th</sup> through May 21<sup>st</sup>. This year's theme is "Housing Safari – Exploring the Housing Jungle". The agenda is packed with educational options for everyone in the housing industry. Our speakers will provide relevant information for managing affordable housing.

Topics this year include:

- Communicating through Conflict
- Fair Housing
- REAC Inspections
- TRACS
- And many others

KHC and HUD will each provide their overview sessions. There will be tracks for maintenance personnel, service coordinators, elderly properties, owners and agents, tax credits and family properties. A special event is being planned for Tuesday evening. Plan to join us at the Ali Center for live entertainment, a visit to the museum, and dinner.

After the KHC/HUD challenge on Wednesday afternoon, you are invited to enjoy a free evening to explore Louisville with your friends and co-workers. Don't forget the fabulous 4<sup>th</sup> Street Live!, which is filled with great restaurants, located just blocks from the Galt House East Hotel.

This year's charity will benefit persons with Parkinson's disease. The conference has raised substantial dollars for charities over the years. Many exciting fund raising activities are being planned to benefit this deserving cause. This also ties in with our Ali Center event, since Muhammad Ali has also struggled with this disease.

The conference committee has worked hard to make this year's conference a success. We look forward to seeing you there!

# UPDATES

## TRACS

Effective immediately, all problems/questions/requests related to iMAX must be sent to the MF Help Desk via phone (1-800-767-7588) or email ([TRACS@hud.gov](mailto:TRACS@hud.gov)), please put "iMAX" on the subject line.

## RHIIP/EIV

During the EIV Training conducted via webcast on December 16 and 17, 2008, we encountered numerous technical difficulties during the broadcast.

The training has been archived for viewing at a later date. For additional information go to the following website:

<http://www.hud.gov/webcasts/archives/iv.cfm>

## The 2009 Family Track Needs Your Assistance!!

The family track committee is requesting assistance from the owners and agents of "family" properties for next year's Wednesday track; please submit any occupancy question, scenario, etc. to the Louisville HUD Office from now until March 31, 2009.

Questions should be sent to any of the following:

Debbie White at [Deborah.f.white@hud.gov](mailto:Deborah.f.white@hud.gov)

Elizabeth Doan at [Elizabeth.e.doan@hud.gov](mailto:Elizabeth.e.doan@hud.gov)

Kari LaLonde at [Kari.l.lalonde@hud.gov](mailto:Kari.l.lalonde@hud.gov)

Randy Bond at [Randy.l.bond@hud.gov](mailto:Randy.l.bond@hud.gov)

These may be in the form of an email or written correspondence. The committee wants to have an "open forum" at the conference giving owners/agents the opportunity to ask questions and discuss the answers. Questions received during this period will be researched and discussed at the conference.

# A BIG CONGRATS TO KENTUCKY'S FY2008 Section 202/811 Grant Selections!!!

## SECTION 202

### **Fort Webb Manor**

Project Location : Bowling Green, KY  
Sponsor : Live the Dream Development Inc  
Capital Advance : \$3,811,300  
Three-year rental subsidy: \$366,300  
Number of units : 36

### **KCEOC Senior Housing**

Project Location : Corbin, KY  
Sponsor: KCEOC Community Action Partnership  
Capital Advance : \$1,772,300  
Three-year rental subsidy: \$162,900  
Number of units : 16

### **Russell School Apartments**

Project Location : Lexington, KY  
Sponsor: Fayette County Local Development Corp  
Capital Advance : \$2,326,100  
Three-year rental subsidy: \$213,900  
Number of units : 21

### **Woodbourne House**

Project Location : Louisville, KY  
Sponsor : Douglass Blvd Christian Church  
Capital Advance : \$1,218,400  
Three-year rental subsidy: \$111,900  
Number of units : 11

## SECTION 811

### **Cedar Lake Falcon Ridge**

Project Location : LaGrange, KY  
Sponsor : Cedar Lake Lodge Inc  
Capital Advance : \$1,181,400  
Three-year rental subsidy: \$91,800  
Number of units : 9

### **Bluegrass Village**

Project Location : Lexington, KY  
Sponsor : Bluegrass Regional MH/MR Board  
Capital Advance : \$1,153,800  
Three-year rental subsidy: \$81,600  
Number of units: 8



## WE NEED YOUR YUMMY RECIPES!!

In addition to the annual silent auction, the 2009 HMC Charity Committee is pleased to announce that we will be selling cookbooks to benefit the Parkinson Support Center of Kentuckiana!

These beautiful spiral-bound cookbooks are only \$8 per copy AND you can reserve your copy today!

**GATHER UP YOUR FAVORITE RECIPES AND RESERVE YOUR COPY TODAY BY EMAILING US AT:**

Email: [Heather.M.Hairgrove@hud.gov](mailto:Heather.M.Hairgrove@hud.gov)

OR

Mail them to: Heather Hairgrove  
US Department of HUD  
601 West Broadway, Room 110  
Louisville, Kentucky 40202

We will be collecting recipes and taking reservations until March 1, 2009!

And remember, we want recipes from everyone— HUD, KHC, SAMHA, owners, management agents, apartment management staff, residents, etc.!

**As an added incentive,  
the property that submits the most recipes will receive \$100!**



**Transition of Operations for the Section 232 Program  
from the office of Office of Multifamily Housing  
to the Office of Insured Health Care Facilities (OIHCF).**

The responsibility for asset management and Use Agreements secured by projects insured or formally insured under the Section 232 Program, were transferred to OIHCF on December 1, 2008.

Please see the list below for the new account executive on these projects.



<u>Property Name</u>	<u>Old Project Manager</u>	<u>New OIHCF Account Executive</u>	<u>Phone Number</u>
Lincoln Trail Hospital	Bonnie Meaney	Michael Vaughn	202-708-0599 x4558
Phelps Regional Health	Bonnie Meaney	Michael Vaughn	202-708-0599 x4558
Parkview Nursing and Rehab Center	Janet Estey	Nicole Rollenhagen	303-672-5451
One Park Place	Milton Suggs	Adrienne Cohn	212-542-7891
Baptist Homes & Parr's Rest, Inc.	Milton Suggs	Ellen Dickason	904-208-6112
Arbor Place of Clinton	Janet Estey	Kelly Schaefer	314-539-6332
Pimlico Manor	Kari LaLonde	Ellen Dickason	904-208-6112
Cambridge Place	Milton Suggs	Ellen Dickason	904-208-6112
James S. Taylor Memorial Home	Janice Page	Edward Chylstek	313-226-7900 x8129
Gaither Suites at West Park	Sarah Andino	Edward Chylstek	313-226-7900 x8129
The Paragon at Madisonville	Sarah Andino	Edward Chylstek	313-226-7900 x8129
Mt Manor of Paintsville	Bonnie Meaney	Ellen Dickason	904-208-6112

Please forward all correspondence and questions to your new Account Executive.

**Protocol for Residual Receipts & Reserve for Replacements Requests**

According to a recent memorandum dated November 12, 2008, from Beverly Miller, the Director of the Office of Asset Management, the Office of Inspector General found in an audit that HUD inappropriately authorized the use of residual receipts in lieu of reserve for replacement funds. Now, there are properties all over the United States that are being required to pay these funds back to the account. The regulations for properties where rents are subsidized under 24 CFR Parts 880 and 881, aka "new reg. Section 8" and detailed procedures in the HUD Handbook 4350.1 Chapter 25 describe authorized uses. As a recap, Chapter 25, Section 9 states that owners may request withdrawals from residual receipts for specific purposes such as "reducing operating deficits or making mortgage payments when default is actual or imminent."

What this means for us here in Kentucky is that we don't want to be made an example. So far, we are not on any lists of funds to be repaid to the Residual Receipts account and we don't want to be.

Of course, since the heat is on about Residual Receipt releases, the heat's also on

for Reserve for Replacement releases. There are properties out there with every account balance range; all the way from \$500,000+ to hardly any balance at all. And, with the economy the way it is right now, we would love for everyone to have plenty of funds. The only way that we can help you is to, once again, go by the HUD Handbook 4350.1, Chapter 4. Generally, items that are supposed to be requested and released from the account are structural components, mechanical equipment and appliances; items that can be capitalized. However, there may be situations when it would be appropriate to use money in the Reserve for Replacement account for something not generally approvable. Before you make such a request, you should perform a future needs analysis. If in doubt, discuss with your HUD Project Manager.

Apparently, there has been some confusion in the protocol for sending in your HUD-9250 requests for approval. Back in the day, everyone mailed in their requests via U.S. mail. Now days, we have all of this fancy stuff like fax machines, computers, and scanners. We -

*(Continued on Page 8)*

## Service Coordinator Notes

Happy New Year! It is hard to believe that another year has about come to an end. Looking back, this past year was a time being asked to do more with less. In 2008, service coordinator extension funding was limited to 97 percent of the 2007 awarded amount. This put a strain on some service coordinator programs, however most rose to occasion with only slight cuts in administrative and quality assurance expenses. Sadly, there were no grant funds available to fund new service coordinator programs during the 2008 fiscal year.

HUD Headquarters has not yet determined the level of extension funding for 2009. However, those needing to submit extension requests should do so and request an amount no greater than the amount awarded in 2008. While the future of service coordinator funding is undetermined, owners may want to explore the possibility of adding the Service Coordinator to the operating budget. Chapter 8 of the Management Agent Handbook, HUD Handbook 4381.5, discusses how to incorporate a Service Coordinator position in the operating budget.

Congratulations to Shawn Bingham, Service Coordinator at Sowders Manor in Barbourville, Kentucky, on earning the distinction of Professional Service Coordinator (PSC) from the American Association of Service Coordinators. Shawn joins the ranks with the following Service Coordinators in Kentucky who have obtained the PSC designation: Debbie Turner, Friendship House-Hopkinsville; Barbara Gordon, Chapel House-Hopkinsville; Helen Saylor, Wilderness Trail Manor, Pineville; Anissa Hubbard, Sayre Christian Village, Lexington; and Debbie Schwallie, St. Paul Trinity, Maysville.

Mark your calendars for the Housing Management Conference, May 19-21, 2009. The Service Coordinator Track will feature a full two-day training program for Service Coordinators to earn continued education units. Plan to attend!

# Happy New Year

From the Louisville Multifamily Program Center!!



### **Need help locating rental housing?**

Check out these resources:

#### **KHC Rental Housing Directory**

[http://www.kyhousing.org/  
uploadedFiles/Rental/  
AssistedRentalHousingRe-  
port.pdf](http://www.kyhousing.org/uploadedFiles/Rental/AssistedRentalHousingReport.pdf)

#### **HUD Subsidized Apt. Search**

[http://www.hud.gov/apps/  
section8/index.cfm](http://www.hud.gov/apps/section8/index.cfm)

### **Did you know the HUD model lease is available in Spanish?**

You can make your property a more inclusive and caring community by downloading the HUD model lease in Spanish from the HUD website!

[http://www.hud.gov/offices/hsg/  
mfh/gendocs/modelleases\\_sv.pdf](http://www.hud.gov/offices/hsg/mfh/gendocs/modelleases_sv.pdf)

# WINTER ENERGY SAVING TIPS



## How is your Project's Physical Fitness?

With high heating oil and natural gas prices, the “physical fitness” of your buildings can make the difference between soaring energy bills or comfortable savings this winter. An energy-efficient building is a strong defense against winter winds, rain, sleet, snow, and chill while also protecting the environment and increasing national security by cutting wasteful energy use.

## Is Your Project Leaking Energy Dollars? First Plug Energy Leaks

- Seal air leaks with sealant, caulking and weather stripping, and install/appropriate insulation for your climate to increase your comfort, make your units quieter and cleaner and reduce your cooling and heating costs by up to 20 percent.
- “Insulate” yourself from price shocks. Appropriate insulation for your climate based on R-values can increase your comfort and reduce your heating costs up to 30 percent. Start with attic insulation, followed by exterior and basement walls, floors, and crawl spaces. Insulate and seal attic air ducts. [www.simplyinsulate.com](http://www.simplyinsulate.com)
- Go “window-shopping” at [www.efficientwindows.org](http://www.efficientwindows.org) to discover how high-performance ENERGY STAR-labeled windows can cut heating and cooling costs by as much as 30 percent while increasing indoor comfort and lessening fading of home furnishings.



## Next Improve How You Heat Your Project

- Consider replacing a faulty or inefficient HVAC system with a unit that has earned the ENERGY STAR. Installed correctly, these high-efficiency heating and cooling units can reduce heating and cooling cost by up to 20 percent.
- Let a programmable thermostat “remember for you” to automatically coordinate the indoor climate with your daily and weekend patterns. This reduces heating costs by some 10 percent.
- Open curtains and other window treatments on your west- and south-facing windows during the day to allow sunlight to naturally provide heat; close them at night.
- Cut your energy bills by 30 percent. Look for the ENERGY STAR label, the symbol for energy efficiency, when replacing your heating and cooling systems—as well as appliances, lighting, windows, insulation, and home electronics. Find retailers near you at [www.energystar.gov](http://www.energystar.gov).



## Light Up Your Life—Efficiently

- Fire hazard. Popular halogen torchiere lamps are relatively inexpensive to purchase but are expensive to operate and can cause fires. Consider safer, more efficient Energy Star torchiere lamps instead.
- Don't like coming home to a dark house on short winter days? Instead of leaving lights on, put timers on a few of the lights in your home, or install motion detectors and daylight sensors. Motion detectors on exterior floodlights improve your home security at a lower operating cost.
- 4 for the planet. Replacing four 75-watt incandescent bulbs with 23-watt fluorescent bulbs (CFLs) that use about two-thirds less energy and last up to 10 times longer saves \$190 over the life of the bulbs. If all our nation's households did the same, we'd save as much energy as is consumed by some 38 million cars in one year.
- Your mother was right. (“What do you think — we own the power company?!”) Turn off everything not in use: lights, TVs, computers.



## Think Spring and Tap Free Resources

- Think “warm” thoughts – steaming apple cider, hot chocolate, and how you'll be sweltering again next summer and dealing with big air conditioning bills if you don't plug the air leaks in your home.
- Free Alliance to Save Energy resources. Obtain a free booklet, [PowerSmart: The Power Is in Your Hands](#), and visit the Alliance [Consumer Web site](#).
- Free Department of Energy resources. Obtain a free booklet, Energy Savers: Tips on Saving Energy and Money at Home, in English or Spanish by calling 1-877-337-3463 or online and view an animated version at [www1.eere.energy.gov/consumer/tips/pdfs/energy\\_savers.pdf](http://www1.eere.energy.gov/consumer/tips/pdfs/energy_savers.pdf)
- Free Environmental Protection Agency resources. Obtain a free copy of Guide to Energy-Efficient Cooling and Heating which is available at [www.energystar.gov](http://www.energystar.gov) from the heating and cooling product pages.

# NEW INFORMATION ON HUD Grants

## **EMERGENCY CAPITAL REPAIR GRANTS AVAILABLE**

- Who:** Multifamily projects owned by private nonprofit entities that are designated for occupancy by elderly tenants. Unless a project is located in a presidentially declared disaster area, it must have had final closing on or before January 1, 1999.
- What:** \$9.5 million in total grant funds to make emergency capital repairs. The maximum amount an individual project owner may apply for is \$500,000.
- Why:** The capital repair needs must relate to items that present an immediate threat to the health, safety, and quality of life of the tenants. The intent of these grants is to provide one-time assistance for emergency items that could not be absorbed within the project's operating budget and other project resources.
- When:** HUD will accept applications on a first-come, first-serve basis beginning December 9, 2008, and will award emergency capital repair grants until available amounts are obligated or funds expire, whichever comes first.
- Where:** Applications must be submitted electronically via <http://www.Grants.gov>, unless a waiver has been granted.
- Detailed information and required documentation may be found at: <http://edocket.access.gpo.gov/2008/pdf/E8-27663.pdf> or contact your Project Manager.

## **Section 202 /811, ALCP, & Service Coordinator Grants: RECENTLY PUBLISHED NOTICES**

1. [Notice of FY 2009 Opportunity to Register Early and Other Important Information for Electronic Submission via Grants.gov](#)

This notice can be found at <http://www.hud.gov/offices/adm/grants/nofa09/earlyregistration.pdf>. The information in this notice includes:

- Authentication services as part of registration process
- Complete registration instructions
- Instructions on how to sign up for RSS feed services

2. [Notice of HUD's FY 2009 Notice of Funding Availability \(NOFA\); Policy Requirements and General Section to HUD's FY2009 NOFAs for Discretionary Programs](#)

This notice can be found at <http://www.hud.gov/offices/adm/grants/nofa09/gensec.pdf>.

This notice provides prospective applicants for HUD's competitive funding with the opportunity to become familiar with the General Section of HUD's FY2009 NOFAs, in advance of publication of any FY2009 NOFAs.

A few examples of information contained in this notice include:

- Grants.gov registration requirements and submission instructions.
- Detailed information about the five-step registration process.

## **Cancellation of Future SuperNOFA Announcements**

Please be advised that there will not be a SuperNOFA announcement any longer. This year, HUD plans to publish its NOFAs as they are approved for publication and not in a combined SuperNOFA. HUD believes that by making this change, the NOFAs will be available earlier in the fiscal year. To assist applicants in this transformation, HUD is publishing the anticipated schedule for release of HUD's FY 2009 NOFAs in Appendix A of the General Section.

The schedule can be found at <http://www.hud.gov/offices/adm/grants/nofa09/gensec.pdf>.

For your convenience, we have highlighted the anticipated date for some of the Louisville Multifamily Program Center's more commonly utilized grants programs below.

Assisted Living Conversion Program (ALCP) - January 2009 to March 2009

Section 202—February 2009 to April 2009

Section 811—February 2009 to April 2009

Section 202 Demonstration Planning Grant (DPG) - March 2009 to May 2009



# New 202/811 Communities

## St. Cecilia Senior Apartments *Kentucky's First Section 202 Mixed Finance Project*

HUD recently joined the St. Cecilia Senior Apartments at their grand opening ceremony adding 30 affordable apartments for very, low-income elderly to Louisville's senior housing market. These apartments were created through a partnership of Catholic Charities of Louisville and The Housing Partnership, Inc. (HPI). The \$3.8 million dollar project utilized a unique financial package that included funds from HUD, National City, and historic tax credits to transform the St. Cecilia School into viable living space.

Staffed by the Sisters of Charity of Nazareth, St. Cecilia School opened in 1874, became a regional school in 1971 (Community Catholic Elementary), and closed in 2003. The adaptive reuse of this elementary school includes not only the 30 unique living spaces but common areas such as landscaped seating areas, a second floor balcony, and meeting room with kitchen facilities. The apartments were designed to maintain as many of the original architectural features as possible, including windows, hardwood flooring, and even the blackboards.

The electricity for these common areas is provided by solar panels installed on the roof. This technology was provided by an appropriation that was facilitated by Congressman John Yarmuth's office and will save nearly \$10,000 annually in the general expenses of the building.

The Housing Partnership Inc. is a private, non-profit corporation that develops and preserves modestly priced housing opportunities, facilitates development of such housing by others and educates and assists those seeking quality housing that is affordable to them. This is their third partnership with Catholic Charities of Louisville to create affordable housing for seniors. The architect for the project was Roger Hughes of Hughes Architecture and the construction was facilitated by Bosse Mattingly Constructors, Inc.



St. Cecilia Elderly Apts



Speakers at Grand Opening

Furnished Model:  
Bathroom, Living Room, & Bedroom



## Social Sarah Joins Chic New Club



I am so excited! I recently joined a trendy new club and just had to share it with my best of friends. It is called the RHIP Listserv and becoming a member is free! Only the brightest can belong. Since you are such good friends of mine, I'm hoping that you will join too.

Just what is the RHIP Listserv you ask? Well, RHIP stands for Rental Housing Integrity Improvement Project. Boy with a name like that you know you are important if you are a member! It is simple to join – just go to the RHIP website at: <http://www.hud.gov/subscribe/maillinglist.cfm> Next scroll down to the title "Multifamily Housing RHIP (Rental Housing Integrity Improvement Project) Tips" and click on it. You will be taken to another page where it asks for your email address. From that point on you will receive fabulous tips, updates, and changes automatically from the HUD Headquarters office via email.

The best news of all is that if you are just now joining the Listserv, you can view RHIP archived tips at <http://www.hud.gov/offices/hsg/mfh/rhiip/mfhrhiip.cfm> to get all of those important tips you may have missed.

Love ya,

*Social Sarah*

## Streamlined Processing of Multifamily Mortgage Insurance Applications Involving Low Income Housing Tax Credits Makes HUD Financing More Attractive

On July 22, 2008, Mortgagee Letter 2008-19 was issued setting forth HUD's new policy to streamline processing of mortgage insurance applications involving the Low Income Housing Tax Credit (LIHTC) program. MAP applications involving LIHTC's submitted under Section 221 (d) (4), Section 220 and Section 231 FHA insured loans are subject to the changes.

HUD has modified the cash escrow requirement to recommend that if the initial installment of tax credit equity is 20% of the total tax credit proceeds, no escrow will be required. The former policy required 100% of tax credit proceeds to be deposited with the mortgagee in cash before initial endorsement. This is a major change and should result in reduced transaction costs.

The submission of schematic drawings may now be submitted instead of final drawings with the Commitment application. Commitments may be conditioned upon the timely receipt and satisfactory review of complete and final plans and specifications.

The 2530 approval requirement has also been relaxed. HUD will issue a commitment "conditioned" upon 2530 approval as long as there are (1) no critical findings and the 2530 can be resolved in the field; and (2) if there are 2530 flags, any resolution does not require action by the 2530 review committee.

Kentucky Housing Corporation's 2009 rental funding round that just concluded included points for HUD financing. In the upcoming year, the Louisville HUD office will make it a priority to work with Kentucky Housing Corporation on future funding rounds to synchronize their funding cycles with the FHA application process.

For more information, read HUD Mortgagee Letter 2008-19. In addition, the Louisville HUD office would welcome the opportunity to discuss your individual projects. Please contact John Hamm by phone at (502) 618-8124 or email at [John.B.Hamm@HUD.gov](mailto:John.B.Hamm@HUD.gov).

## In Memoriam



Linda Arnold  
Beacon Property Management  
CEO and  
Former HUD Employee  
1957 – 2008

Linda Arnold passed away peacefully on Saturday, September 13, 2008, following a long struggle with cancer. Linda started her career with the Department of Housing and Urban Development in 1977, but moved to the private sector of housing in 1983. She was the owner and CEO of Beacon Property Management, Inc., and the Executive Director and founder of SO-CAYR, Inc., and SOCAYR Property Management. Linda was a familiar face at the Multifamily Housing Management Conference, serving on the committee for many years. Active with IREM, SAHMA and KA-HSA, she will be missed by family, friends and many fellow housing colleagues.

*Continued from Page 3*

## Protocol for Residual Receipts & Reserve for Replacements Requests

- understand that the fancy gadgets don't require postage and could save you some dough. So, if you are going to send in your HUD-9250 in any other fashion besides the good old-fashioned U.S. mail way, **PLEASE PLEASE PLEASE** notify your Project Manager to let them know that you are going to send your request. Your request **MUST** be sent to your Project Manager. If you are unsure as to who your Project Manager is, feel free to contact our office at 502-582-6124 and ask someone. **IN THE CASE OF A TRUE EMERGENCY, IF YOU CAN'T GET IN CONTACT WITH YOUR PROJECT MANAGER, YOU MAY CONTACT ANOTHER PROJECT MANAGER WITHIN OUR OFFICE FOR ASSISTANCE.** If you have sent your request and have not received an approved/denied copy of your request or payment from your mortgagee within 15 days, please follow-up with your Project Manager.

Generally, what we are asking of you as owners, agents, and managers is that you don't ask us to approve a request from the Residual Receipts or Reserve for Replacement account that is not eligible according to the HUD Handbook 4350.1. Also, please follow the above-mentioned protocol for sending in your requests. Contact your HUD Project Manager with any questions you may have.



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**Want to receive our  
newsletter?**

**Email your contact  
information to  
[Susan.L.Siewert@hud.gov](mailto:Susan.L.Siewert@hud.gov).**

**Implementation of the Violence Against Women  
and Justice Department Reauthorization Act of  
2005 for the Multifamily Project-Based Section 8  
Housing Assistance Payments Program,  
HUD Notice H 08-07 (VAWA)**

The VAWA provides protection to individuals and their families who are victims of domestic violence, dating violence or stalking, from eviction or from being denied housing assistance if an incident of domestic violence, dating violence or stalking, is reported and confirmed. An incident of actual or threatened domestic violence, dating violence or stalking does not qualify as a serious or repeated violation of the lease. It does not constitute good cause for terminating the assistance, tenancy, or occupancy rights of the victim. Additionally, an offender may be removed from a lease and evicted while the victim remains in the unit.

There are certain rights and responsibilities that owners and their managing agents (O/As) have. Tenant Selection Plans, Policies and Procedures, and House Rules must incorporate the VAWA policies and protections. Tenants must be provided the opportunity to complete the Certification form HUD-91066. Other types of documentation regarding the domestic violence, dating violence or stalking, from qualified individuals, are also acceptable. O/As are required to attach the HUD-

approved Lease Addendum, form HUD-91067, which includes the VAWA provisions, to their leases. O/As are to be mindful of the confidential nature of the signing of VAWA forms and in responding to incidents. O/As are not to demand that an individual produce official documentation or physical proof of an individual's status as a victim.

Tenants also have certain rights and responsibilities as victims of domestic violence, dating violence or stalking. If a victim should commit a separate criminal activity, a landlord may evict them for engaging in that crime, but may not hold the victim to a more demanding standard than other tenants.

O/As are encouraged to access the complete version of the VAWA (Public Law 109-162; 119 Stat. 2960), the technical corrections bill (Public Law 109-271), and HUDNotice H 08-07. Visit [www.HUD.gov](http://www.HUD.gov) to access these documents. Guidance on Implementation of the Violence Against Women Act is also provided in the RHIP Listserv, Posting #122.

**Social Sarah's Cooking Tip from her European Travels:**



Brew a pot of French roast coffee and add an equal amount of steamy scalded hot milk to make French market style café au lait.

**Café au lait**, (fr. -literally "coffee with milk"), is a French [coffee](#) drink.

Enjoy!

*Social Sarah*

