



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Financial Management Center
2345 Grand Boulevard, Suite 1150
Kansas City, MO 64108-2603

OFFICE OF PUBLIC AND INDIAN HOUSING

November 19, 2010

Dear Executive Director:

Subject: Housing Choice Voucher Program
Continuing Appropriations Act, 2011, #H.R. 3081, expiring December 03, 2010
(Continuing Resolution)

The Department is currently operating under the subject Continuing Resolution. Should it be extended beyond December 3, 2010, the Department will calculate your HAP payment for January 2011 based on your calendar year 2010 monthly pro-rated renewal eligibility, plus renewal funding for incremental units awarded during 2010 (tenant protection actions or Incremental Vouchers such as Family Unification Program, Non-elderly disabled and/or VASH), and prorated set aside award if applicable.

If your agency determines that this amount and the available Net Restricted Assets (NRA) will not cover the January HAP costs for actual units under HAP Contract as of January 1, 2011, you should submit a front load request to your Financial Analyst at the Financial Management Center (FMC), no later than Tuesday, November 30, 2010. The request should indicate the expected January 2011 HAP costs and the anticipated NRA balance as of December 31, 2010. The FMC Financial Analyst will contact your agency, as necessary, for further information.

Your Housing Authority will receive electronic notification of approval or disapproval of the front load request and the amount to be advanced if approved, based on the analysis of your needs and funds available.

Please be mindful that disbursed front load funding will be part of, and not in addition to, your total 2011 allocation. The disbursement for each month of 2011 prior to enactment and implementation of the Appropriations Act will be the amount determined as explained above for January 2011. Once Appropriations are enacted and your agency's allocation is known, disbursements for the remaining months of the year will be adjusted. The monthly disbursements will be shown in the funding allocation letter.

Any questions should be directed to your assigned Financial Analyst at the FMC.