



**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing**

---

Special Attention of:  
Administrators, Offices  
of Native American Programs;  
Tribes, Tribally Designated  
Housing Entities

Notice PIH 2008-5 (TDHEs)

Issued: January 22, 2008

Expires: January 31, 2009

---

Cross References: 24 CFR part 1000  
OMB Approval Number  
2577-0218 (IHP/APR)

---

**SUBJECT:** Native American Housing Assistance and Self-Determination Act (NAHASDA) Interim Funding for Tribes or Tribally Designated Housing Entities (TDHE) in Fiscal Year (FY) 2008

**BACKGROUND:** The Native American Housing Assistance and Self-Determination Act of 1996 (NAHASDA) was enacted on October 26, 1996, and became effective on October 1, 1997. Under NAHASDA, grants are provided to Indian tribes to carry out affordable housing activities. Fiscal Year (FY) 2008 appropriations for HUD (and other federal departments and agencies) were signed into law on December 26, 2007. This may result in some administrative delay in allocating the 2008 IHBG formula to recipients.

**PURPOSE:** The Department is concerned that the delay in allocating FY 2008 IHBG funding may have an adverse effect on some tribes. This Notice provides instructions to tribes and tribally designated housing entities (TDHE) on the process for requesting an advance on IHBG funds for FY 2008. This notice also provides instructions to Area Offices of Native American Programs (AONAP) on how to review and process a request.

**ELIGIBILITY:** Tribes/TDHEs are eligible for an advance of funds if the following conditions apply:

1. An Indian Housing Plan (IHP) has been submitted for FY 2008 and determined to be in compliance with NAHASDA; and
2. There are no unobligated 1937 Act development or modernization program funds or reserves available; and
3. There are no unobligated IHBG funds available excluding any funds invested in accordance with 24 CFR 1000.58.

The point of obligation is the time when a commitment is made to pay a particular sum of money for contract labor, supplies, materials or services. For obligation on 1937 Act programs, please refer to Federal Register, Vol. 63, No. 17, "IHBG Program – Revised Notice of Transition Requirements" dated January 27, 1998, Question 23. For obligation

of IHBG funds, please refer to PIH Notice 2000-26 (TDHEs) dated July 26, 2000, and reinstated indefinitely on November 29, 2002.

**AMOUNT OF ADVANCE:** The amount of advance allowable will be limited to 25% of the FY 2008 IHBG estimated formula allocation amount for each tribe unless the Headquarters Office of Native American Programs (ONAP) approves a higher amount, based on justification submitted by the recipient and agreed to by the AONAP. These funds are intended to cover operating expenses for the first two quarters of FY 2008.

**ELIGIBLE EXPENSES:** Funds will be provided to a tribe/TDHE only for expenses for the first and second quarter of FY 2008. Eligible expenses include salaries, benefits, taxes, insurance, travel, training, emergency maintenance for 1937 Act housing units and renewal of tenant-based or project-based rental assistance. Funds also can be used for affordable housing activities, including modernization of 1937 Act units, development, housing services, crime prevention and safety activities and model activities as described in Section 202 of NAHASDA.

**SUBMISSION REQUIREMENTS:** In order to request an advance on FY 2008 formula funds, a tribe/TDHE must submit a letter from the recipient's authorizing official requesting an advance on FY 2008 IHBG funds. This letter must include a certification that no unobligated funds are available from 1937 Act reserves, 1937 Act modernization or development program funds or IHBG program funds. The letter should be sent to the AONAP Administrator with a copy to Deborah Lalancette, Director, Office of Grants Management, ONAP, 1670 Broadway, 23<sup>rd</sup> Floor, Denver, CO 80202.

**PROCESSING INSTRUCTIONS:**

The following process will be followed to review a request for advance funding:

AONAP:

1. Review the status of all open modernization, development and IHBG grants in the Line of Credit Control System (LOCCS) and compare the information to the Annual Performance Report to determine if there appear to be any inconsistencies with the recipient's certification regarding obligated funds;
2. Contact the recipient regarding any inconsistencies noted within 5 working days and resolve any issues; and
3. Request funds from the Headquarters ONAP. An email should be sent to Deborah Lalancette with the following information: recipient's name and the amount of IHBG advance funds requested.

Headquarters ONAP:

4. Verify that the requested amount does not exceed 25% of the FY 2008 estimated formula allocation amount for the recipient; and
5. Request a Fund Assignment for the AONAP from the PIH Office of Budget and Program Review Division.

Once the Fund Assignment is received by the AONAP, the following process will be followed to reserve the funds:

AONAP:

1. Send form HUD 718-I to the Fort Worth Accounting Office to reserve the funds.
2. Prepare a Grant Agreement, form HUD 52734-B and compliance letter.

IHBG Recipient:

3. Return the grant agreement and other forms and certifications in order to access funding.

AONAP:

4. Upon receipt of the documents from the recipient, the AONAP should follow the established procedures outlined in the Grants Management Business Process Guidebook to establish a recipient in LOCCS. This includes sending one copy of the grant agreement to Fort Worth and spreading the funds in LOCCS.

**FUTURE ACTIONS:** Once the formula allocation is determined for each tribe, the funding documents, including form HUD-718-I and Grant Agreement, will need to be amended for any recipient who has received advance funding. The recipient may also need to submit an amended IHP if the formula allocation amount differs from the amount in the previously submitted IHP.

If you have any questions, please contact your Area Office of Native American Programs.

\_\_\_\_\_  
/s/  
Paula O. Blunt, General Deputy Assistant Secretary  
for Public and Indian Housing

Internal HUD Distribution:						
Identification Lines:						
Correspondence Code	Originator PP	Concurrence PP	Concurrence PP	Concurrence P	Concurrence P	Concurrence P
Name	Justin Masucci	Merrie Nichols-Dixon	Bessy Kong	Marcia Martin	Paula O. Blunt	Orlando J. Cabrera
Initials						
Date						

Official Record Copy

U.S. Department of Housing and Urban Development  
Previous edition is obsolete

form HUD-713.1 (02/03)