



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

Special Attention of:  
Office Directors of Public Housing;  
Regional Directors; Public Housing  
Agencies.

**Notice PIH 2017-26 (HA)**

Issued: December 5, 2017

Expires: This notice remains in effect until  
amended, or superseded

Cross References: Notice PIH 2017-07  
Notice PIH 2017-10

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**SUBJECT: Federal Fiscal Year 2017 Funding Provisions for the Housing Choice  
Voucher Program – Award of Remaining Set-Aside Funds**

1. **Purpose.** This Notice announces the process that HUD will use to award the limited amount of funding remaining from the Federal Fiscal Year (FFY) 2017 Housing Assistance Payments (HAP) Set-aside (approximately \$15 million) that was not awarded under the initial application process previously set forth in Notice PIH 2017-10. The remaining Set-aside funding will be used for increased portability costs where the initial agency is in a Major Disaster Declaration area, established between August 25, 2017 to December 31, 2017. The Set-aside funds are provided in the Consolidated Continuing Appropriations Act, 2017 (PL 115-31), referred to hereinafter as “the 2017 Act”, enacted on May 5, 2017. The 2017 Act establishes a maximum \$75 million-dollar Set-aside from the HAP renewal account for specific purposes.
2. **Background.** The 2017 Act provides that up to \$75 million of the appropriated renewal funding shall be available only: Category 1: Prevention of Terminations Due to Insufficient Funding (Shortfall Funding), Category 2a: Unforeseen Circumstances, Category 2b: Portability Cost Increases, Category 3: Project-Based Vouchers (PBV), Category 4: HUD-VASH.

Due to FY 2017 funding levels, the Department estimated that the entire \$75 Million HAP Set-aside would be necessary for Category 1, the Prevention of Terminations Due to Insufficient Funding (Shortfall Funding). Therefore, applications for other categories of set-aside funding were not accepted.

The Department reviewed all applications received to date. Eligible PHAs needs have been calculated, some have received their funding allocations and others can anticipate receiving their need in the coming months. HUD will award the remaining funds, **approximately \$15 million**, as set forth in this Notice and in accordance with the requirements of the 2017 Act for Category 2b: Portability Cost Increases, for all initial PHAs located in a Major Disaster Declaration area, established between August 25, 2017 to December 31, 2017.

3. **Reopening of Requests for Funding under Portability Category.** HUD will reopen the Set-aside for applications for Category 2b: Portability Cost Increases for initial agencies in a Major Disaster Declaration area, established between August 25, 2017 to December 31, 2017.
4. **Eligibility for Portability Cost Increases.** In all instances, a PHA that applies for funds under Category 2b: Portability Cost Increases, must be the initial PHA of a voucher that ported from an agency in a Major Disaster Declaration area, established between August 25, 2017 to December 31, 2017. Only 2017 costs will be considered for funding. Increased costs for portability for 2018 will be addressed in a subsequent notice.

**Criteria - Eligibility for Category 1(a) Portability.** To be eligible for funding under this category, the PHA must be located in a Presidentially declared [Major Disaster Declarations \(MDD\)](#) and have experienced a significant increase in costs due to portability for tenant-based rental assistance under Section 8(r) of the Act.

**Submission Requirements.** The Department will apply on behalf of non-operational PHAs in a Major Disaster Declaration area, established between August 25, 2017 and December 31, 2017, that are listed non-operational at the time of the publication of this notice. Non-operational is defined as PHAs that do not have the ability to make payments regardless of access to phone and/or email as well as any PHAs that have not responded to either the Office of Field Operations (OFO) or their Field Office to confirm the PHA's operational status. For PHAs located within a Major Disaster Declaration area that are operational, PHAs can choose between submitting requests via electronic mail (e-mail) or via regular mail but **shall not submit their request(s) using both methods** as this would result in duplicate applications for the same funds and may delay HUD's review and processing of the request(s).

**Electronic Mail (email) Requests:**

PHA requests, with signed Attachment A may be submitted to the Department at the following mailbox:

[2017Set-AsideApplications@hud.gov](mailto:2017Set-AsideApplications@hud.gov)

The subject line of the e-mail must include the following: **PHA Number, 2017 Portability Application** (Example: XX123, 2017 Portability Application)

**OR**

**Hard Copy Requests via Mail:**

PHA requests, with the signed Attachments B may be submitted to the Department at the following physical address:

**U.S. Department of Housing and Urban Development  
Office of Housing Voucher Programs  
Attn: Miguel A. Fontáñez, Director  
HV Financial Management Division  
Room 4222  
451 7th Street, S.W.  
Washington, DC 20410**

HUD encourages electronic delivery via email. If your PHA chooses to submit via hard copy, it is recommended that requests be sent using overnight delivery (USPS Express Mail, UPS, Fed Ex, DHL, etc.) that requires signature upon delivery. Hand-delivered or standard delivery mail will be accepted. It is important to note that non-expedited mail (including Priority Mail from the Postal Service) has no guaranteed delivery time and is subject to the Department's security screening, which can delay delivery. Requests will only be accepted at the above locations (email box or physical address only). Requests delivered to other locations **will not** be accepted. Requests received after all remaining funds have been depleted, will not be processed.

HUD will review the eligibility of each PHA that submits a request based on the criteria and submission requirements above, and will award the remaining set-aside funds based on need and on a first come first serve basis. Applications will be accepted until all available 2017 Set-aside funding is depleted.

In the event that funds are remaining after all eligible applications are funded, the remaining funds will be distributed nationally on a pro-rated basis to all PHAs.

Any questions concerning this Notice should be directed to the Housing Voucher Financial Management Division, Office of Public Housing and Voucher Programs, at (202) 708-2934 (this is not a toll-free number). Persons with hearing or speech impairments may access these numbers via TTY by calling the toll-free Federal Information Relay Service at (800) 877-8339.

/s/

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Dominique Blom  
General Deputy Assistant Secretary for  
Public and Indian Housing

**CY 2017 Housing Choice Voucher Program**

**ATTACHMENT A**

**Application for \$75 Million Set-Aside for Category 2b – Portability:**

Name of PHA: \_\_\_\_\_

PHA Number: \_\_\_\_\_

Executive Director: \_\_\_\_\_

**CHECK PORTABILITY BOX TO APPLY**

\_\_\_\_\_ **Category 2b: Portability.**

**This certification must be signed by the appropriate PHA official and returned.**

**Certification:** I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3279, 3802)

\_\_\_\_\_  
Signature of Executive Director and Date

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Contact Name and Phone Number

