



## U.S. Department of Housing and Urban Development

Office of the Chief Financial Officer

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### HUD OCFO Memo 18-01

**TO:** Assistant Secretaries and General Deputy Assistant Secretaries

**CC:** Deputy Secretary

**FROM:** Irving Dennis, Chief Financial Officer

**SUBJECT:** Remediation Plan to Address Overdue Appropriations Reports

**DATE:** March 5, 2018

#### **Background:**

Each fiscal year the House and Senate Committees on Appropriations (“Committee”) direct the Department of Housing and Urban Development (HUD) to provide formal reports on numerous subject matter areas. Such reports provide an opportunity to update our congressional stakeholders on our operations, programs, policies, and research. Appropriations reports are not optional, and the Committees use these reports to inform their decisions in the annual appropriations process.

The Department currently has over 100 overdue appropriations reports dating back to 2014. The backlog of overdue reports must be corrected. It is also essential to take steps to improve the timely delivery and content of our reports to ensure that HUD is fully responsive to the reporting requirements identified in the appropriations act. As you know, the subject matter area of these reports can have implications across the Department. Each office must take the appropriate steps to improve report quality and ensure timely submission. I am committed to implementing a remediation plan that will address the overdue reports and establish a solid foundation for processing future requirements. This new process will emphasize monitoring internal deadlines, effective tracking, and quality control. For this effort to be successful, we need the senior leadership in each office to commit to the new process and work collaboratively with the Office of the Chief Financial Officer (OCFO) to enforce internal deadlines.

We will begin with implementing the process below immediately in order to remediate our overdue report backlog. We expect to have an enacted Fiscal Year 2018 Appropriations law by late March, and the process for completing the 2018 reports will include the same steps outlined below. These processes and procedures will apply to all congressionally requested reports contained in subsequent annual appropriations bills. This will ensure that we will not continue a pattern of late or insufficient responses going forward.

#### **Remediation Plan for Overdue Appropriations Reports:**

I have designated the OCFO Budget staff as the principal office for implementing the remediation plan and the primary points of contact for this process are ACFO for Budget Emily Kornegay and Appropriations Liaison Division Director Eric Rios.

The key elements of the plan are as follows:



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**1. Designate Point of Contact:** All offices with overdue and upcoming 2018 reports shall designate a point of contact to assist OCFO in assigning reports, tracking status, and enforcing internal deadlines.

**2. Verify Report Status:** It is possible overdue appropriations reports have been fulfilled as part of a larger annual report prepared by the Program Office. This verification process is needed to document these cases and inform the Appropriations Committee staff. For 2018 reports, Program Office staff should verify the report is appropriately assigned to their office and inform OCFO Budget staff if the report will be provided as part of a larger annual report.

**3. Modernize Tracking System:** The verified master tracking list of overdue reports will be uploaded to SharePoint and access will be provided to Program Office points of contact. By late March, OCFO Budget staff anticipate having the full list of 2018 reports uploaded to SharePoint for Program Office review.

**4. Seek clarification from Appropriations Committee -** OCFO Budget staff will provide the list of overdue reports to the Committee staff (as required quarterly by HUD's appropriations law). The Committee staff will provide any necessary clarification on fulfilling overdue quarterly reports from prior years. For 2018 reports that require additional clarification, OCFO Budget staff will consult with the Appropriations Committee to clarify intent.

**5. Program Offices Prepare Reports –** For overdue and upcoming 2018 reports, OCFO requests names of the offices responsible for preparing reports, reviewing officials and internal due dates for each step shown below. This information will be included in the SharePoint master tracking list. This information will allow OCFO and Program Offices to document steps in the process that are prone to delay.

1. Responsible office prepares report
2. Reviewing officials approve the report
3. Departmental clearance, as necessary
4. OCFO Budget final review and transmittal

**6. Monitoring Progress -** OCFO staff will convene a bi-weekly meeting with Program Office points of contact to discuss the status of overdue reports and identify logistical or content related concerns. If a report is delayed, OCFO Budget staff will assign a reason code to document the delay. The status of overdue reports and any challenges identified will be reported to the CFO. The CFO will provide monthly updates to the Deputy Secretary on the status of the overdue appropriations reports.

**7. Quarterly Updates to Appropriations Committee –** For all reports, OCFO Budget staff will provide the Appropriations Committee with timely quarterly updates on the status of appropriations reports.

We look forward to working with you on this matter. Please don't hesitate to contact my office or the OCFO Budget staff should you have any questions or feedback on this process.

**DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
**Backlog of Appropriation Reports to Congress**

Code	Short Title	Report Requirements	Due Date	Date Sent to Hill	Source
CFO-2014-01	Non-Personnel Expenses	The Committee directs the Department to conduct a comprehensive review of its non-personnel expenses, especially expenses associated with outside contractors, and to report to the Committee within 90 days of enactment on a plan to reduce these expenses (excluding rent, utilities, and security) by at least 10%.	4/17/14		HR 113-136 (2014)
CFO-2015-01	Q1 Uncommitted, Unobligated and Excess Funds	SEC. 208: Requires HUD to submit quarterly reports on all uncommitted, unobligated and excess funds associated with HUD programs.	12/31/15		
CFO-2015-02	Q2 Uncommitted, Unobligated and Excess Funds	SEC. 208: Requires HUD to submit quarterly reports on all uncommitted, unobligated and excess funds associated with HUD programs.	3/31/15		
CFO-2015-03	Q3 Uncommitted, Unobligated and Excess Funds	SEC. 208: Requires HUD to submit quarterly reports on all uncommitted, unobligated and excess funds associated with HUD programs.	6/30/15		
CFO-2015-04	Q4 Uncommitted, Unobligated and Excess Funds	SEC. 208: Requires HUD to submit quarterly reports on all uncommitted, unobligated and excess funds associated with HUD programs.	9/30/15		PL 113-235 (2015)
CFO-2015-05	Outstanding Reports	HUD shall deliver all outstanding and past due reports within 30 days of enactment of this Act. If the Department anticipates missing a reporting deadline, HUD shall notify the House and Senate Committees on Appropriations at least 15 days prior to the deadline and shall include with that notification an estimated completion date. In the event HUD unexpectedly misses a reporting deadline or misses a revised completion date on a report that is already past due, the Department shall deliver to the House and Senate Committees on Appropriations a revised estimate of when the report will be delivered.	1/19/16		JS 2015 (2015)
CFO-2015-06	Shared Services	The Department shall deliver a report to the House and Senate Committees on Appropriations within 60 days of enactment that includes current and projected shared service agreement transaction volume and cost data for the fiscal year, as well as a staff reorganization plan that demonstrates cost reductions and staff reorganizations planned in conjunction with this new operating model.	2/16/16		JS 2015 (2015)
CFO-2016-02	Q1 Unexpended Balances	SEC. 208. The Secretary of Housing and Urban Development shall provide quarterly reports to the House and Senate Committees on Appropriations regarding all uncommitted, unobligated, recaptured and excess funds in each program and activity within the jurisdiction of the Department and shall submit additional, updated budget information to these Committees upon request.	12/31/15		PL 114-113 (2016)
CFO-2016-03	Q2 Unexpended Balances	SEC. 208. The Secretary of Housing and Urban Development shall provide quarterly reports to the House and Senate Committees on Appropriations regarding all uncommitted, unobligated, recaptured and excess funds in each program and activity within the jurisdiction of the Department and shall submit additional, updated budget information to these Committees upon request.	3/31/16		PL 114-113 (2016)

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CFO-2016-04	Q3 Unexpended Balances	SEC. 208. The Secretary of Housing and Urban Development shall provide quarterly reports to the House and Senate Committees on Appropriations regarding all uncommitted, unobligated, recaptured and excess funds in each program and activity within the jurisdiction of the Department and shall submit additional, updated budget information to these Committees upon request.	6/30/16		PL 114-113 (2016)
CFO-2016-05	Q4 Unexpended Balances	SEC. 208. The Secretary of Housing and Urban Development shall provide quarterly reports to the House and Senate Committees on Appropriations regarding all uncommitted, unobligated, recaptured and excess funds in each program and activity within the jurisdiction of the Department and shall submit additional, updated budget information to these Committees upon request.	9/30/16		PL 114-113 (2016)
CFO-2016-06	Increasing Efficiency	The Committee directs HUD to develop a plan to reduce costs by at least 10 percent in fiscal year 2015. Plans to achieve these savings in fiscal year 2015 should be submitted to the Committee no later than 30 days after enactment of this act.	1/16/15		SR 113-182 (2015)
CFO OCHCO-2016-01	Q1 Hiring & Separation	The Committee directs HUD's Office of the Chief Financial Officer and the Office of the Human Capital Officer to submit quarterly reports to the House and Senate Committees on Appropriations on hiring and separations by program office. This report shall include position titles, location, associated FTE, and include the Office of the Inspector General and Government National Mortgage Association.	12/31/15		SR 114-75 (2016)
CFO OCHCO-2016-02	Q2 Hiring & Separation	The Committee directs HUD's Office of the Chief Financial Officer and the Office of the Human Capital Officer to submit quarterly reports to the House and Senate Committees on Appropriations on hiring and separations by program office. This report shall include position titles, location, associated FTE, and include the Office of the Inspector General and Government National Mortgage Association.	3/31/16		SR 114-75 (2016)
CFO OCHCO-2016-03	Q3 Hiring & Separation	The Committee directs HUD's Office of the Chief Financial Officer and the Office of the Human Capital Officer to submit quarterly reports to the House and Senate Committees on Appropriations on hiring and separations by program office. This report shall include position titles, location, associated FTE, and include the Office of the Inspector General and Government National Mortgage Association.	6/30/16		SR 114-75 (2016)
CFO OCHCO-2016-04	Q4 Hiring & Separation	The Committee directs HUD's Office of the Chief Financial Officer and the Office of the Human Capital Officer to submit quarterly reports to the House and Senate Committees on Appropriations on hiring and separations by program office. This report shall include position titles, location, associated FTE, and include the Office of the Inspector General and Government National Mortgage Association.	9/30/16		SR 114-75 (2016)
OCHCO-2015-01	Telework and Alternative Work Schedules	The Committee directs HUD to report to the House and Senate Committees on Appropriations within 120 days of enactment of this Act on measures the Department can take to enable Department managers to effectively manage their telework and alternative work staff so that no critical duties go unmet. This report should also include an identification of any barriers, including statutory or regulatory barriers, to improved performance and customer service under telework and alternative work schedules.	4/16/16		JS 2015 (2015)

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OCHCO-2015-02	Vehicle Fleet Inventory	SEC. 421. All agencies and departments funded by the Act shall send to Congress at the end of the fiscal year a report containing a complete inventory of the total number of vehicles owned, leased, permanently retired, and purchased during fiscal year 2015, as well as the total cost of the vehicle fleet, including maintenance, fuel, storage, purchasing, and leasing.	9/30/15		PL 113-235 (2015)
CFO CIO-2015-01	Q1 New Core Financial Systems	The Committee notes that following challenges with HUD's Integrated Financial Management Improvement Project [HIFMIP], HUD has undertaken an initiative to enter into a shared services contract with the Bureau of Public Debt's Administrative Resource Center for its financial systems. The Committee is closely following this project because it is focused on ensuring that HUD has a sound financial system. The Committee expects HUD to provide the House and Senate Committees on Appropriations with quarterly updates on this project.	12/31/15		SR 113-182 (2015)
CFO CIO-2015-02	Q2 New Core Financial Systems	The Committee notes that following challenges with HUD's Integrated Financial Management Improvement Project [HIFMIP], HUD has undertaken an initiative to enter into a shared services contract with the Bureau of Public Debt's Administrative Resource Center for its financial systems. The Committee is closely following this project because it is focused on ensuring that HUD has a sound financial system. The Committee expects HUD to provide the House and Senate Committees on Appropriations with quarterly updates on this project.	3/31/16		SR 113-182 (2015)
CFO CIO-2015-03	Q3 New Core Financial Systems	The Committee notes that following challenges with HUD's Integrated Financial Management Improvement Project [HIFMIP], HUD has undertaken an initiative to enter into a shared services contract with the Bureau of Public Debt's Administrative Resource Center for its financial systems. The Committee is closely following this project because it is focused on ensuring that HUD has a sound financial system. The Committee expects HUD to provide the House and Senate Committees on Appropriations with quarterly updates on this project.	6/30/2016		SR 113-182 (2015)
CFO CIO-2015-04	Q4 New Core Financial Systems	The Committee notes that following challenges with HUD's Integrated Financial Management Improvement Project [HIFMIP], HUD has undertaken an initiative to enter into a shared services contract with the Bureau of Public Debt's Administrative Resource Center for its financial systems. The Committee is closely following this project because it is focused on ensuring that HUD has a sound financial system. The Committee expects HUD to provide the House and Senate Committees on Appropriations with quarterly updates on this project.	9/30/16		SR 113-182 (2015)
CFO CIO-2016-01	Q1 New Core Financial Systems	The Department is directed to provide the House and Senate Committees on Appropriations with an update on new core at the end of each quarter of fiscal year 2016 that includes a detailed description of the functionalities deployed and the associated number of requirements remaining to be implemented, a list of risks and issues with associated mitigation strategies and anticipated closure dates, estimated and actual lifecycle costs, current and projected shared service agreement transaction volume and cost data, cost reductions achieved through the new operating model, the status of organization change management activities, a list of the activities planned and completed business process re-engineering efforts, related staff reorganizations and reallocations, and the total number of HUD employees impacted by role, location, and organization.	12/31/16		JS 2016 (2016)

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CFO CIO-2016-02	Q2 New Core Financial Systems	The Department is directed to provide the House and Senate Committees on Appropriations with an update on new core at the end of each quarter of fiscal year 2016 that includes a detailed description of the functionalities deployed and the associated number of requirements remaining to be implemented, a list of risks and issues with associated mitigation strategies and anticipated closure dates, estimated and actual lifecycle costs, current and projected shared service agreement transaction volume and cost data, cost reductions achieved through the new operating model, the status of organization change management activities, a list of the activities planned and completed business process re-engineering efforts, related staff reorganizations and reallocations, and the total number of HUD employees impacted by role, location, and organization.	3/31/17		JS 2016 (2016)
CFO CIO-2016-03	Q3 New Core Financial Systems	The Department is directed to provide the House and Senate Committees on Appropriations with an update on new core at the end of each quarter of fiscal year 2016 that includes a detailed description of the functionalities deployed and the associated number of requirements remaining to be implemented, a list of risks and issues with associated mitigation strategies and anticipated closure dates, estimated and actual lifecycle costs, current and projected shared service agreement transaction volume and cost data, cost reductions achieved through the new operating model, the status of organization change management activities, a list of the activities planned and completed business process re-engineering efforts, related staff reorganizations and reallocations, and the total number of HUD employees impacted by role, location, and organization.	6/30/2017		JS 2016 (2016)
CFO CIO-2016-04	Q4 New Core Financial Systems	The Department is directed to provide the House and Senate Committees on Appropriations with an update on new core at the end of each quarter of fiscal year 2016 that includes a detailed description of the functionalities deployed and the associated number of requirements remaining to be implemented, a list of risks and issues with associated mitigation strategies and anticipated closure dates, estimated and actual lifecycle costs, current and projected shared service agreement transaction volume and cost data, cost reductions achieved through the new operating model, the status of organization change management activities, a list of the activities planned and completed business process re-engineering efforts, related staff reorganizations and reallocations, and the total number of HUD employees impacted by role, location, and organization.	9/30/17		JS 2016 (2016)
CPD-2012-01	Use of CDBG Funds as Matching Dollars	The conferees direct the Department to provide an analysis of how much CDBG funding is used by grantees as matching dollars for other federal programs. The conferees also direct the Department to gather data on the use of fiscal year 2012 CDBG funds to match other federal programs, including which programs are being matched, in what amounts, for what purposes, whether other funds are leveraged, and any other relevant data.	No date specified		CR 112-284 (2012)

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CPD-2014-01	Continuum of Care -- More Competitive	The Committee directs the Department to report to the Committees on Appropriations within 90 days of enactment on how the Continuum of Care program can be made more competitive at both the national and local level, and how the program would need to be administered in order to operate at no more than the current funding level year-over-year.	10/19/16		HR 113-136 (2014)
CPD-2015-01	Performance Partnership Pilots	The Department is required to report to the House and Senate Committees on Appropriations within 90 days of enactment of this Act on how the Department will strategically align within the program, HUD's role in grantee criteria and selection processes, and what will be HUD's role in oversight and accountability for its contributions.	3/17/16		JS 2015 (2015)
CPD-2016-03	Performance Partnership Pilots	The Department is required to report to the House and Senate Committees on Appropriations within 90 days of enactment of this Act on how the Department will strategically align within the program, HUD's role in grantee criteria and selection processes, and what will be HUD's role in oversight and accountability for its contributions.	3/17/16		JS 2015 (2015)
CPD-2016-04	Hiring Plan -- CPD	The Committee directs HUD to prioritize the hiring of staff to support the closeout of open audits and backlog of open grants, particularly as it relates to disaster recovery grants, before hiring in other areas, unless such staff are identified as backfilling mission-critical positions. The Committee directs HUD to submit a 2016 hiring plan for CPD to the House and Senate Committees on Appropriations within 30 days of enactment of this act.	4/20/2016		SR 114-75 (2016)
CPD-2016-05	Energy Star - SHOP	In fiscal year 2015, the Committee directed the Department to submit a report to the House and Senate Committees on Appropriations within 120 days of enactment of this act that evaluates: (1) if the Energy Star requirement in this program's NOFA are consistent with Energy Star requirements across HUD programs; and (2) if this requirement is a barrier to participation, especially in rural areas, considering factors such as the cost of certifications, access to Home Energy Raters or certified HVAC contractors, or the mortgage now exceeding USDA's Area Loan Limits. The Committee notes that the report is overdue and reminds the Department of this requirement.	4/15/15		SR 114-75 (2016)
CPO-2015-01	Conferences -- Cost and Contracting Procedures	SEC. 739: The head of any Executive branch department, agency, board, commission, or office funded by this or any other appropriations Act shall submit annual reports to the Inspector General or senior ethics official for any entity without an Inspector General, regarding the costs and contracting procedures related to each conference held by any such department, agency, board, commission, or office during fiscal year 2015 for which cost to the United States Government was more than \$100,000.	9/30/15		PL 113-235 (2015)

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CPO-2015-02	Execution of Contracts	The Committee Directs HUD to continue to provide semi-annual updates to the House and Senate Committees on Appropriations on how system process changes made in the CPO have impacted its ability to execute contracts. Report should include quantifiable measures of progress, such as the time it takes to execute a contract or reduced overtime, in comparison to previous fiscal years and government standards. The Committee notes that CPO has not submitted these reports in a timely manner and expects it to be more responsive in the future.	Semi-annual report		SR 113-182 (2015)
CFO-2016-01	Cost Savings	Increasing Efficiency; The departments, agencies, boards, and commissions funded in this bill can and should continue to reduce operating expenses by placing greater scrutiny on overhead costs. Savings can and should be achieved by reducing non-essential travel, office supply, rent, and utility costs. The Committee directs each department, agency, board, and commission funded in this bill to develop a plan to reduce such costs by at least 10 percent in fiscal year 2016. Plans to achieve these savings in fiscal year 2016 should be submitted to the Committee no later than 30 days after enactment of this act.	1/19/16		SR 114-75 (2016)
CFO-2016-02	Printing Savings	The Committee recommends the Departments of Transportation and Housing and Urban Development work with Office of Management and Budget to reduce printing and reproduction by 34 percent and report to the House and Senate Committees on Appropriations within 60 days after enactment of this Act on what steps have been taken to reduce printing volume and costs. The report should specifically identify how much money each agency will be saving.	2/16/16		SR 114-75 (2016)
OGC-2016-01	Cross-Cutting Regulations Workgroup Membership	Committee directs the Secretary to establish a working group to review the Department's current processes for designing, proposing, and implementing regulations that have impacts across multiple program areas and offices. The working group shall be led by a representative of the Office of the Secretary or Deputy Secretary. The Department is directed to report to the House and Senate Committees on Appropriations within 180 days of enactment of this act on the working group membership, the Department's current processes for designing, proposing (including a review of public comments), and implementing crosscutting regulations; ways the current process can be improved, mitigation strategies to be utilized to minimize grantee burden, and a timeline for implementing these improvements.	6/15/16		SR 114-75 (2016)
CIR-2016-01	Congressional Notifications - Central Database	HUD shall report to the House and Senate Committees on Appropriations within 30 days of enactment of this act on how the Department intends to move toward a central database and distribution for all Congressional notifications.	1/19/16		SR 114-75 (2016)
OCHCO-2016-01	Telework and Alternative Work Schedule Policy	The Committee directs HUD to report to the House and Senate Committees on Appropriations within 120 days of enactment of this act on how the newly established guidance will enable Department managers to effectively manage their telework and alternative work staff so that no critical duties go unmet. This report should also include an identification of any barriers, including statutory or regulatory barriers, to improved performance and customer service under telework and alternative work schedules.	4/16/16		SR 114-75 (2016)



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HSG-2015-01	Oversight of Property Owners	The agreement modifies the semi-annual report required by the Senate report to be a single report to the House and Senate Committees on Appropriations within 87 days of enactment. (March 14, 2016). The Committee directs HUD to provide a report on the number of projects that receive multiple exigent health and safety violations or physical inspection scores below 30. HUD shall also identify the actions taken to address safety concerns, including the frequency with which civil money penalties are imposed, contracts are transferred to another property, or ownership is transferred.	3/14/16		PL 113-235 (2015)
HSG-2016-01	Oversight of Property Owners	The agreement modifies the semi-annual report required by the Senate report to be a single report to the House and Senate Committees on Appropriations within 87 days of enactment. (March 14, 2016). The Committee directs HUD to provide a report on the number of projects that receive multiple exigent health and safety violations or physical inspection scores below 30. HUD shall also identify the actions taken to address safety concerns, including the frequency with which civil money penalties are imposed, contracts are transferred to another property, or ownership is transferred.	3/14/16		SR 114-75 (2016)
HSG-2015-02	Project-Based Section 8 Housing	SEC. 221: The Secretary of Housing and Urban Development shall report annually to the House and Senate Committees on Appropriations on the status of all section 8 project-based housing, including the number of all project-based units by region as well as an analysis of all federally subsidized housing being refinanced under the Mark-to-Market program. The Secretary shall identify all existing units maintained by region as section 8 project-based units, all project-based units that have opted out or have otherwise been eliminated, and the reasons these units opted out or otherwise were lost as section 8 project-based units.	Annual		PL 113-235 (2015)
HSG-2016-02	Oversight of Property Owners	Sec. 225. (Requires Specific Steps to be Taken for Failing Multifamily Projects) (c) . . . The Secretary shall report semi-annually on all properties covered by this section that are assessed through the Real Estate Assessment Center and have physical inspection scores of less than 30 or have consecutive physical inspection scores of less than 60. The report shall include: (1) The enforcement actions being taken to address such conditions, including imposition of civil money penalties and termination of subsidies, and identify properties that have such conditions multiple times; and (2) Actions that the Department of Housing and Urban Development is taking to protect tenants of such identified properties.	Semi-annual report		PL 114-113 (2016)
HSG-2016-03	1st Report Oversight of Property Owners	Sec. 225. (Requires Specific Steps to be Taken for Failing Multifamily Projects) (c) . . . The Secretary shall report semi-annually on all properties covered by this section that are assessed through the Real Estate Assessment Center and have physical inspection scores of less than 30 or have consecutive physical inspection scores of less than 60. The report shall include: (1) The enforcement actions being taken to address such conditions, including imposition of civil money penalties and termination of subsidies, and identify properties that have such conditions multiple times; and (2) Actions that the Department of Housing and Urban Development is taking to protect tenants of such identified properties.	Semi-annual report		PL 114-113 (2016)

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HSG-2016-04	2nd Report Oversight of Property Owners	Sec. 225. (Requires Specific Steps to be Taken for Failing Multifamily Projects) (c) . . . The Secretary shall report semi-annually on all properties covered by this section that are assessed through the Real Estate Assessment Center and have physical inspection scores of less than 30 or have consecutive physical inspection scores of less than 60. The report shall include: (1) The enforcement actions being taken to address such conditions, including imposition of civil money penalties and termination of subsidies, and identify properties that have such conditions multiple times; and (2) Actions that the Department of Housing and Urban Development is taking to protect tenants of such identified properties.	Semi-annual report		PL 114-113 (2016)
HSG-2016-04	Oversight of Relocation Expenses	The Department, in conjunction with the Office of Inspector General, is directed to report to the House and Senate Committees on Appropriations 90 days after enactment of this act their use and oversight of, and compliance with, existing Federal regulations on allowable relocation expenses. This report should identify costs associated with mandatory and discretionary relocation requirements.	3/17/16		SR 114-75 (2016)
HSG-2016-05	Multifamily Project Capital Needs Assessment	The Committee is concerned that HUD's 2012 changes to its Project Capital Needs Assessment for multifamily lenders, while well intentioned, may have the unintended consequence of unduly constraining credit that is necessary for the development of affordable multifamily housing. To address this concern, the Committee directs HUD to report to the House and Senate Committees on Appropriations within 30 days of enactment on the data supporting the merits of continuing the changes included in Notice H-2012-27. In particular, the report should include a review of changes to the initial reserve calculations and replacement reserve calculations, and a recommendation on whether a clearer definition of intrusive testing requirements would benefit HUD and lenders without creating additional risk.	1/19/16		SR 114-75 (2016)
OGC-2015-01	October Notices on all Ongoing Litigation	The Committee requires notice on a monthly basis of all ongoing litigation, including any negotiations or discussions, planned or ongoing, regarding a consent decree between the Department and any other entity, including the estimated costs of such decrees.	Monthly		SR 113-182 (2015)
OGC-2015-02	November Notices on all Ongoing Litigation	The Committee requires notice on a monthly basis of all ongoing litigation, including any negotiations or discussions, planned or ongoing, regarding a consent decree between the Department and any other entity, including the estimated costs of such decrees.	Monthly		SR 113-182 (2015)
OGC-2015-03	January Notices on all Ongoing Litigation	The Committee requires notice on a monthly basis of all ongoing litigation, including any negotiations or discussions, planned or ongoing, regarding a consent decree between the Department and any other entity, including the estimated costs of such decrees.	Monthly		SR 113-182 (2015)
OGC-2015-04	February Notices on all Ongoing Litigation	The Committee requires notice on a monthly basis of all ongoing litigation, including any negotiations or discussions, planned or ongoing, regarding a consent decree between the Department and any other entity, including the estimated costs of such decrees.	Monthly		SR 113-182 (2015)
OGC-2015-05	March Notices on all Ongoing Litigation	The Committee requires notice on a monthly basis of all ongoing litigation, including any negotiations or discussions, planned or ongoing, regarding a consent decree between the Department and any other entity, including the estimated costs of such decrees.	Monthly		SR 113-182 (2015)

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OGC-2015-06	April Notices on all Ongoing Litigation	The Committee requires notice on a monthly basis of all ongoing litigation, including any negotiations or discussions, planned or ongoing, regarding a consent decree between the Department and any other entity, including the estimated costs of such decrees.	Monthly		SR 113-182 (2015)
OGC-2015-07	May Notices on all Ongoing Litigation	The Committee requires notice on a monthly basis of all ongoing litigation, including any negotiations or discussions, planned or ongoing, regarding a consent decree between the Department and any other entity, including the estimated costs of such decrees.	Monthly		SR 113-182 (2015)
OGC-2015-08	June Notices on all Ongoing Litigation	The Committee requires notice on a monthly basis of all ongoing litigation, including any negotiations or discussions, planned or ongoing, regarding a consent decree between the Department and any other entity, including the estimated costs of such decrees.	Monthly		SR 113-182 (2015)
OGC-2015-09	July Notices on all Ongoing Litigation	The Committee requires notice on a monthly basis of all ongoing litigation, including any negotiations or discussions, planned or ongoing, regarding a consent decree between the Department and any other entity, including the estimated costs of such decrees.	Monthly		SR 113-182 (2015)
OGC-2015-10	August Notices on all Ongoing Litigation	The Committee requires notice on a monthly basis of all ongoing litigation, including any negotiations or discussions, planned or ongoing, regarding a consent decree between the Department and any other entity, including the estimated costs of such decrees.	Monthly		SR 113-182 (2015)
OGC-2015-11	September Notices on all Ongoing Litigation	The Committee requires notice on a monthly basis of all ongoing litigation, including any negotiations or discussions, planned or ongoing, regarding a consent decree between the Department and any other entity, including the estimated costs of such decrees.	Monthly		SR 113-182 (2015)
OIG-2016-01	IT Spend Plan and Strategy Report	The OIG is reminded of the requirement to submit to the House and Senate Committees on Appropriations a spending plan detailing its intended information technology acquisitions in fiscal year 2015 and the requirement to report to the House and Senate Committees on Appropriations identifying the OIG's current information technology structure, systems and baseline costs, as well as its information technology strategy for fiscal year 2015 and future fiscal years. The Committee includes these same requirements and deadlines again for fiscal year 2016 (30 days for spend plan and 90 days for strategy plan).	2016-1-17 and 2016-3-17		SR 114-75 (2016)
PDR-2014-01	Federally-Assisted Units Under Lease - 2014	Sec. 211. The Secretary of Housing and Urban Development shall submit an annual report no later than August 30, 2008 and annually thereafter to the House and Senate Committees on Appropriations regarding the number of Federally assisted units under lease and the per unit cost of these units to the Department of Housing and Urban Development.	8/30/15		PL 110-161 (2008)
PDR-2015-01	Federally-Assisted Units Under Lease - 2015	Sec. 211. The Secretary of Housing and Urban Development shall submit an annual report no later than August 30, 2008 and annually thereafter to the House and Senate Committees on Appropriations regarding the number of Federally assisted units under lease and the per unit cost of these units to the Department of Housing and Urban Development.	8/30/16		PL 110-161 (2008)
PDR-2016-01	Federally-Assisted Units Under Lease - 2016	Sec. 211. The Secretary of Housing and Urban Development shall submit an annual report no later than August 30, 2008 and annually thereafter to the House and Senate Committees on Appropriations regarding the number of Federally assisted units under lease and the per unit cost of these units to the Department of Housing and Urban Development.	8/30/17		PL 110-161 (2008)

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<b>Code</b>	<b>Short Title</b>	<b>Report Requirements</b>	<b>Due Date</b>	<b>Date Sent to Hill</b>	<b>Source</b>
PIH-2016-03	Q3 Voucher Renewals	The Committee directs the Department to monitor and report to the House and Senate Committees on Appropriations each quarter on the trends in Section 8 subsidies and to report on the required program alterations due to changes in rent or changes in tenant income.	6/30/17		HR 114-129 (2016)
PIH-2016-04	Q4 Voucher Renewals	The Committee directs the Department to monitor and report to the House and Senate Committees on Appropriations each quarter on the trends in Section 8 subsidies and to report on the required program alterations due to changes in rent or changes in tenant income.	9/30/17		HR 114-129 (2016)
PIH-2016-05	Identifying PHAs that Hold Excessive Reserves	To ensure that PHAs participating in the Moving-to-Work demonstration program are best serving the needs of those they serve, the Committee directs the Department to report to the House and Senate Committees on Appropriations within 120 days of enactment of this act identifying ways in which it is identifying PHAs that hold excessive reserves.	4/18/16		SR 114-75 (2016)
PIH-2016-10	Assessing 20 Percent Cap on Project Basing of HCV	The Department shall assess the 20 percent cap on project basing of Housing Choice Vouchers as embodied in 24 CFR part 983.6 and report to the House and Senate Committees on Appropriations within 120 days of enactment of this act on the impact of a cap increase on developing new housing or rehabilitating existing stock.	4/16/16		SR 114-75 (2016)
PIH-2016-11	PIH Structure	The Committee directs the Department to evaluate the current PIH organizational structure and determine if the current structure is the most effective approach for program delivery, especially for the public housing programs. HUD shall report on its findings and recommendations to the House and Senate Committees on Appropriations within 180 days of enactment of this act.	6/15/16		SR 114-75 (2016)
PIH-2016-13	Equal Access Rule Guidance	The Committee requests the Secretary to submit a report within 90 days of enactment of this Act detailing: (1) the Department's strategy for continuing to ensure that LGBT individuals have access to HUD programs for which they are eligible; and (2) the plan for disseminating this information to PHAs.	3/17/16		HR 114-129 (2016)
PIH-2016-14	Updating Housing Quality Standards	The Committee directs the Department to evaluate the current HCV housing quality standards and report to the House and Senate Committees on Appropriations within 90 days of enactment of this act on a plan for updating the standards and a schedule to implement a single inspection protocol for public housing and voucher units in fiscal year 2016.	3/17/16		SR 114-75 (2016)
PIH-2016-15	Tribal Technical Assistance	The Committee directs HUD to report to the House and Senate Committees on Appropriations within 60 days of enactment of this act on how the Department currently disseminates best practices to tribes, what practices it has implemented in response to GAO's findings, and what additional steps can be taken.	2/16/16		SR 114-75 (2016)
PIH-2016-16	Tribal Oversight Plan	Within 30 days of enactment of this act, the Committee directs HUD to submit a fiscal year 2016 oversight plan for the funds under this heading to the House and Senate Committees on Appropriations.	1/19/16		SR 114-75 (2016)

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Code	Short Title	Report Requirements	Due Date	Date Sent to Hill	Source
PIH-2016-17	Physical and Financial Standards for Small PHAs	The Committee directs HUD to study and report back to the Committee on potential changes to the Public Housing Assessment System for PHAs that operate 550 or fewer public housing units and Housing Choice Vouchers combined by taking into consideration physical inspections and an annual financial assessment based on current assets and liabilities.	No date specified		HR 114-129 (2016)
CFO-2017-01	Internal Controls Report	The Department is directed to prioritize resources provided under [the Administrative Support Offices S&E Account] toward activities that will help mitigate the nine material weaknesses, eight significant deficiencies in internal controls, and six instances of noncompliance with applicable laws and regulations uncovered by the OIG audit. In addition, the Department is directed to report to the House and Senate Committees on Appropriation within 30 days of enactment on its plan for such resource prioritization in fiscal year 2017, as well as what progress has been made to date in implementing and addressing the HUD OIG's recommendations made in audit reports 2016-FO-0001, 2016-FO-0002, 2016-FO-0003, and 2016-FO-0004.	6/5/17		HR 114-606 pp. 65-66 (2017)
CFO-2017-02	Q1 Hiring and Separations Report	The Committee directs HUD's Office of the Chief Financial Officer and the Office of the Human Capital Officer to submit quarterly reports to the House and Senate Committees on Appropriations on hiring and separations by program office. This report shall include position titles, location, associated FTE, and include the Office of the Inspector General and Government National Mortgage Association.	12/31/16		SR 114-243 p. 89
CFO-2017-04	Q3 Hiring and Separations Report	The Committee directs HUD's Office of the Chief Financial Officer and the Office of the Human Capital Officer to submit quarterly reports to the House and Senate Committees on Appropriations on hiring and separations by program office. This report shall include position titles, location, associated FTE, and include the Office of the Inspector General and Government National Mortgage Association.	6/30/17		SR 114-243 p. 89

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Code	Short Title	Report Requirements	Due Date	Date Sent to Hill	Source
CFO-2017-07	Shared Service Agreement Report	The Department shall deliver a report to the House and Senate Committees on Appropriations within 60 days of enactment that compares projections of shared service agreement transaction volumes used to calculate payments for fiscal year 2016 with actual volumes for the year, reconciliation payments or credits associated with discrepancies between actual and projected volumes for 2016, and the projected transaction volumes and related payment amounts for fiscal year 2017.	7/5/2017		HR 114-606 p. 65 (2017)
CFO-2017-10	Q1 Report on Reports	<u>Proviso 3</u> : <i>Provided further</i> , That the Secretary shall provide the House and Senate Committees on Appropriations quarterly written notification regarding the status of pending congressional reports:	12/31/2017		ASO S&E Account; PL 115-31 (2017)
CFO-2017-11	Q2 Report on Reports	<u>Proviso 3</u> : <i>Provided further</i> , That the Secretary shall provide the House and Senate Committees on Appropriations quarterly written notification regarding the status of pending congressional reports:	3/31/2017		ASO S&E Account; PL 115-31 (2017)
CFO-2017-12	Q3 Report on Reports	<u>Proviso 3</u> : <i>Provided further</i> , That the Secretary shall provide the House and Senate Committees on Appropriations quarterly written notification regarding the status of pending congressional reports:	6/30/2017		ASO S&E Account; PL 115-31 (2017)
CFO-2017-13	Q4 Report on Reports	<u>Proviso 3</u> : <i>Provided further</i> , That the Secretary shall provide the House and Senate Committees on Appropriations quarterly written notification regarding the status of pending congressional reports:	9/30/2017		ASO S&E Account; PL 115-31 (2017)
CFO-2017-14	Q1 Uncommitted, Unobligated, Recaptured, and Excess Funds	The Secretary of Housing and Urban Development shall provide quarterly reports to the House and Senate Committees on Appropriations regarding all uncommitted, unobligated, recaptured and excess funds in each program and activity within the jurisdiction of the Department and shall submit additional, updated budget information to these Committees upon request.	12/31/2017		Sec. 208 of PL 115-31 (2017)

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CFO-2017-15	Q2 Uncommitted, Unobligated, Recaptured, and Excess Funds	The Secretary of Housing and Urban Development shall provide quarterly reports to the House and Senate Committees on Appropriations regarding all uncommitted, unobligated, recaptured and excess funds in each program and activity within the jurisdiction of the Department and shall submit additional, updated budget information to these Committees upon request.	3/31/2017		Sec. 208 of PL 115-31 (2017)
CFO-2017-16	Q3 Uncommitted, Unobligated, Recaptured, and Excess Funds	The Secretary of Housing and Urban Development shall provide quarterly reports to the House and Senate Committees on Appropriations regarding all uncommitted, unobligated, recaptured and excess funds in each program and activity within the jurisdiction of the Department and shall submit additional, updated budget information to these Committees upon request.	6/30/2017		Sec. 208 of PL 115-31 (2017)
CFO-2017-17	Q4 Uncommitted, Unobligated, Recaptured, and Excess Funds	The Secretary of Housing and Urban Development shall provide quarterly reports to the House and Senate Committees on Appropriations regarding all uncommitted, unobligated, recaptured and excess funds in each program and activity within the jurisdiction of the Department and shall submit additional, updated budget information to these Committees upon request.	9/30/2017		Sec. 208 of PL 115-31 (2017)
CPD-2017-01	Performance Partnership Pilot Involvement	HUD shall inform the House and Senate Committees on Appropriations no later than 45 days after enactment of this act, how the Department will strategically align within the Performance Partnership Pilot program. This shall also include: (1) the amount and source of funding the Department will allocate to the pilot; (2) the Department's role in grantee criteria and selection processes, and; (3) the Department's role in oversight and accountability for its contributions.	6/19/2017		SR 114-243 pp. 118-19 (2017)
CPD-2017-02	CPD Hiring Report	The Committee directs HUD to prioritize the hiring of staff to support the closeout of open audits and backlog of open grants, particularly as it relates to disaster recovery grants, before hiring in other areas, unless such staff are identified as backfilling mission critical positions. The Committee directs HUD to inform the House and Senate Committees on Appropriations within 30 days of enactment of this act regarding how it is implementing the Committee's hiring direction.	6/5/2017		SR 114-243 p. 92 (2017)

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CPD-2017-03	Disaster Resilience Competition Report	The Disaster Relief Appropriations Act (P.L. 113–2) provided much needed resources to assist the victims of Superstorm Sandy. However, despite concerns from Congressional delegations from affected states, HUD went forward with a \$1 billion national disaster resilience competition (NRDC). The results of this competition have furthered concerns regarding the allocation of funding for NRDC. The Committee directs the Secretary to provide a report to the House and Senate Committees on Appropriations within 60 days of enactment which details the process by which HUD decided to create such a competition and how awards were determined. The report shall include an analysis of need in communities that still have unmet needs as a result of Superstorm Sandy, and an explanation of why NRDC funding was not directed to address those unmet needs.	7/5/2017		HR 114-606 p. 80 (2017)
CPD-2017-04	Homelessness Services Access	The Committee recognizes the value of trauma-informed care and housing services and supports expanding the availability of these services to families, families with children, and individuals that are currently or on the verge of being homeless. Therefore, the Committee directs the Department to report to the House and Senate Committees on Appropriations within 180 days of enactment on what steps can be taken to improve access to services across all federal, state, and local homeless services, outreach, and prevention programs.	11/1/2017		HR 114-606 p. 84 (2017)
GNMA-2017-01	Staff Retention Report	The Committee directs the Department to report to the House and Senate Committees on Appropriations within 120 days of enactment of this act on the retention rates for staff in mission critical positions within GNMA. This report should identify those positions, industry average retention rates where possible, and, if the report determines retention in mission critical positions is adversely affecting the ability of GNMA to carry out its oversight role, possible solutions to boost retention including but not limited to pay bands.	9/5/2017		SR 114-243 p. 127 (2017)
HSG-2017-01	Eminent Domain and FHA	The Committee continues to be concerned about proposals for local governments to seize underwater performing mortgages and then refinance them into an FHA product. The Committee required HUD to submit a report on April 1, 2014 detailing the effects using eminent domain for these purposes will have on the housing market, including FHA primary and refinance market, as well as the broader mortgage market, interest rates, homeownership, and affordability. The Committee continues to await the delivery of this report, and continues to prohibit HUD from financing mortgages for properties that have been subject to eminent domain.	4/1/2014		HR 114-606 p. 88-89 (2017)



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<b>Code</b>	<b>Short Title</b>	<b>Report Requirements</b>	<b>Due Date</b>	<b>Date Sent to Hill</b>	<b>Source</b>
HSG-2017-02	FHA Loans Report	In order to review if FHA is still primarily serving credit-worthy yet lower income individuals, the Committee directs the Department to report within 180 days to the House and Senate Committees on Appropriations on the number of loans that FHA insured in the past two years, including the value of the home, the income-level of the recipient, the location of the home, and the average home price at the time in the area of the country.	11/1/2017		SR 114-243 p. 126 (2017)
OGC-2017-01	Review of Departmental Enforcement Center MOUs	The Department is directed to report to the House and Senate Committees on Appropriations within 60 days of enactment of this Act on the results of reviews of Memoranda of Understanding between the DEC and program offices, and shall also include in that same report responses to the Office of Inspector General's evaluation of the DEC and any related recommendations.	7/5/2017		JES,[1] Division K, p. 44 (2017)
PIH OLHCHH-2017-01	Progress Report on Improving Data Collection on Lead-Based Paint Regulations	The Committee directs HUD to establish and implement a process that improves data collection and analysis of actions PHAs are taking to comply with lead-based paint regulations in housing choice voucher units by June 30, 2017, and report semi-annually to the House and Senate Committees on Appropriations on this progress.	6/30/2017		SR 114-243 pp. 97-98, as amended by JES, Division K, p. 48 (2017)
PIH OLHCHH-2017-02	Compliance with Lead-Based Paint Regulations in Public Housing	The Committee directs HUD to establish and implement a process that improves data collection and analysis of actions PHAs are taking to comply with lead-based paint regulations in public housing units by June 30, 2017, and report semi-annually to the House and Senate Committees on Appropriations on this progress. At a minimum, this report should include the steps HUD has taken to ensure PHAs are in statutory and regulatory compliance, as well as the number and location of units that are not in compliance with current inspections and lead-based paint regulations. The Committee also directs the Department to identify and report on the incidences and prevalence of lead-based paint hazards in public housing units.	Semi-annual report		SR 114-243 114-243 pp. 104-05 (as amended by JES, Division K, pp. 49)
PDR-2017-01	AMI Methodology Report	Within 180 days of enactment of this Act, the Committee directs HUD to submit a report to the Committee on the options for measuring AMI using more localized methodologies, the feasibility of using these alternative measurements, and if HUD has plans to test the identified alternatives.	11/1/2017		HR 114-606 p. 92 (2017)
PDR-2017-02	Federally-Assisted Units Under Lease - 2017	Sec. 211. The Secretary of Housing and Urban Development shall submit an annual report no later than August 30, 2008 and annually thereafter to the House and Senate Committees on Appropriations regarding the number of Federally assisted units under lease and the per unit cost of these units to the Department of Housing and Urban Development.	8/30/18		PL 110-161 (2008)

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PIH-2017-01	PIH Hiring Report	The Committee directs HUD to prioritize the hiring of staff to fill critical positions in the following areas: staff for the management and oversight of Moving-to-Work PHAs; financial analysts for the Housing Choice Voucher program; and additional staff for the Office of Policy, Programs and Legislative Initiatives to create efficiencies in program operations. The Committee directs HUD to inform the House and Senate Committees on Appropriations within 30 days of enactment of this act regarding how it is implementing the Committee's hiring direction.	6/5/2017		SR 114-243 p. 90 (2017)
PIH-2017-02	NAHBG Oversight	Within 30 days of enactment of this act, the Committee directs HUD to submit a fiscal year 2017 oversight plan for the funds under [the Native American Housing Block Grants account] to the House and Senate Committees on Appropriations.	6/5/2017		SR 114-243 p. 110 (2017)
PIH-2017-04	PHAS Changes for Smaller PHAs	The Committee directs HUD to study and report back to the Committee on potential changes to the Public Housing Assessment System for PHAs that operate 550 or fewer public housing units and Housing Choice Vouchers combined by taking into consideration physical inspections and an annual financial assessment based on current assets and liabilities. The Department shall update the House and Senate Committees on Appropriations of their findings within 180 days of enactment of this Act. The Committee remains interested in ways to reduce onerous regulations for small public housing authorities.	11/1/2017		HR 114-606 p. 74 (2017)
PIH-2017-06	Benefits and Concerns of Merging Cap and Op Funds	The Committee directs the Department to submit to the House and Senate Committees on Appropriations within 180 days of enactment of this act an evaluation of the benefits and potential concerns of merging the operating and capital funds into a single public housing account.	11/1/2017		SR 114-243 pp. 101-02 (2017)
PIH-2017-10	Q3 - Section 8 Subsidy Trends	The Committee directs the Department to monitor and report to the House and Senate Committees on Appropriations each quarter on the trends in Section 8 subsidies and to report on the required program alterations due to changes in rent or changes in tenant income.	6/30/2017		HR 114-606 p. 73 (2017)
PIH-2017-11	Q4 - Section 8 Subsidy Trends	The Committee directs the Department to monitor and report to the House and Senate Committees on Appropriations each quarter on the trends in Section 8 subsidies and to report on the required program alterations due to changes in rent or changes in tenant income.	9/30/2017		HR 114-606 p. 73

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Code	Short Title	Report Requirements	Due Date	Date Sent to Hill	Source
PIH-2017-12	Tribal VASH Pilot Update	<p>The Committee also encourages the Department to use existing authority to recapture HUD–VASH voucher assistance from PHAs that voluntarily declare that they no longer have a need for that assistance, and reallocate it to PHAs with an identified need. The Committee directs HUD to expedite this process; ensuring that communities that have successfully ended veterans’ homelessness enable other communities to assist this population. The Committee encourages the Department to prioritize, as part of this reallocation, PHAs that project-base a portion of their HUD–VASH vouchers in high-cost areas.</p> <p>The Committee also recognizes the importance of the on-going pilot to expand the HUD–VASH program to American Indian veterans living in tribal areas. [ . . . ] Given the importance of reducing homelessness for veterans in Indian country, the Committee directs the Department to update the House and Senate Committees on Appropriations within 180 days of enactment of this act on the progress of this pilot.</p>	11/1/2017		SR 114-243 pp. 96-97 (2017)
PIH-2017-14	Lower-Income Family Displacement in Urban Areas, Loss of Affordable Housing	The Committee directs the Secretary to submit a report to the House and Senate Committees on Appropriations within 180 days of enactment detailing best practices and recommendations to address the displacement of lower-income families and long-time residents in urban areas, and loss of affordable housing across the nation.	11/1/2017		HR 114-606 p. 92 (2017)