eVMS Training

Department of Housing and Urban Development

April 23rd, 2025





Agenda

This webinar will introduce eVMS (Enterprise Voucher Management System), provide an overview of eVMS, and outline next steps and reference materials.

- 1. Purpose of eVMS
- 2. Overview of eVMS
- 3. eVMS Calculation
- 4. Importance of Accurate PIC Reporting
- 5. Demo & Use of eVMS
- 6. Additional Resources
- 7. Questions and Answers





Purpose of eVMS

Purpose of the System

What is eVMS?

The Enterprise Voucher Management System (eVMS) is used for managing funds for the Housing Choice Voucher (HCV) Program. eVMS performs the following functions:

- Automatically calculates housing assistance payments (HAPs) using 50058 family-level data derived from PIC (PIH Information Center), and from any future successor system.
 - eVMS does not directly collect 50058 data and is view only to PHAs.
- Calculates and tracks administrative fees across all programs (available in later releases).
- Provides a daily view of funding balances.
- Eventually replace the Voucher Management System and provide stakeholders with an efficient centralized HCV financial system that has increased functionality and transparency.

HUD is developing eVMS to further support its mission to create strong, sustainable, inclusive communities and quality affordable homes for all.

Monthly Disbursement



Use of 50058 Data

- Unit Months Leased (UML) and HAP expenses will be gathered via submitted 50058s.
- Data will be used to determine monthly disbursements of HAP and eventually administrative fee eligibility.

PHAs will still need to monitor disbursement schedules and work with the Financial Management Center (FMC) to request changes to disbursement amounts if anticipated HAP need exceeds planned eVMS disbursements.

NOTE: Confirm PIC 50058 information is current and accurate prior to requesting additional disbursements from FMC.

Who is currently using eVMS?

The original 5 Pilot PHAs have been using and receiving HAP disbursements through eVMS since 2022, followed by Wave1 in 2023 with 96 PHAs & Wave2 in 2024 with 259 PHAs.

Currently there are **350** non-MTW HCV PHAs using eVMS and receiving their HAP disbursements utilizing the 50058 calculation.

All eVMS PHAs and their partners are invited to a monthly "eVMS Office Hours."

When will all PHAs start using eVMS?

Now that eVMS includes the ability to perform retroactive/historic adjustments, we can onboard all non-MTW HCV Public Housing Authorities.

 The PHA's in this Wave will receive their first eVMS HAP Disbursement on June 1st*.

MTW and MTW Expansion PHAs are unable to use eVMS until the 2024 versions of the 50058 forms are reported to HUD.

*The first HAP Disbursement date is subject to change due to unforeseen circumstances.



Transition to eVMS

With the transition to eVMS, certain key tasks become even more important:

- Timely and accurate submission of 50058s
- Timely correction of 50058 errors
- PHAs need to continue submitting VMS on a monthly basis

Incomplete 50058 data could put PHAs at risk of underfunding.





Overview of eVMS

PHA Landing Page



Upon logging in, the **PHA landing page** or the **Payment Analysis Report (PAR) Summary** page displays.

The calculations include:

- HAP Eligibility
- 50058 Calculation
- VMS Adjustments
- Financial Adjustments
- Available Budget Authority
- HAP Payment Amount
- PHA Available Funds and Activity
- Admin Fees

PAYMENT ANALYSIS REPORT (PAR)

PHA ID: MS006 Tennessee Valley Regional Housing Authority 🗹

PAR Summary

Flags	Summary	PAR Today 🗎	Last Month Calculated	Difference
14	HAP Eligibility	\$571,905	\$538,462	\$33,443
10	58 Calculation Data as of Feb 18, 2025 🔀	<u>\$562,399</u>	<u>\$529,611</u>	<u>\$32,788</u>
1	VMS Adjustments Data as of Feb 12, 2015 🔀	<u>\$1,742</u>	<u>\$1,742</u>	<u>\$ -</u>
14	2% Margin	<u>\$11,248</u>	<u>\$10,592</u>	<u>\$656</u>
14	VMS 🛃			
14	Available Budget Authority	\$ -	\$4,852,869	(\$4,852,869)
14	Available HUD Held Reserves	\$ -	\$ -	\$ -
34	HAP Payment Amount	(\$571,905)	(\$538,462)	(\$33,443)
14	Estimated Balance 🖸	(\$571,905)	\$4,314,407	(\$4,886,312)
Download Fo	unding Statement te - Download			

PAR Today: Payment calculated as of the previous day Last Month Calculated: Calculated payment as of the previous month **Difference:** Difference between PAR and last month calculated **Last Month Paid:** field not in use

STATUS CONTRACTOR

Payment Analysis Report (PAR)

58 Calculation

PHA ID: MS006 Tennessee Valley Regional Housing Authority 🗹

Print

Flags	Summary	PAR Today	Last Month Calculated	Difference
10	Total 58 HAP Eligibility Calc. Amt.	\$562,399	\$529,611	\$32,788
10	58 Current Period HAP	\$562,399	\$526,679	\$35,720
10	Section 11 - Project Based Voucher HAP	\$ -	\$ -	\$ -
10	Section 12 - Tenant Based Voucher HAP	\$561,711	\$525,991	\$35,720
10	Section 15 - Homeownership Voucher HAP	\$688	\$688	\$ -
10	Retro-Adjusted HAP due to Historic 58 Updates	\$ -	\$2,932	(\$2,932)
10	Section 11 - Project Based Voucher Retro-Adjusted HAP	\$ -	\$ -	\$ -
10	Section 12 - Tenant Based Voucher Retro-Adjusted HAP	\$ -	\$2,932	(\$2,932)
10	Section 15 - Homeownership Voucher Retro-Adjusted HAP	\$ -	\$ -	\$ -
10	Portability			
10	Port-Ins	10	9	1

On this page, there are columns with the value for that day (PAR), the previous month, and the difference from the previous month. There are also fields that track **port-in vouchers**.



50058 Family Level Calculation

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VMS Adjustments

VMS Adjustments

PHA ID: MS006 Tennessee Valley Regional Housing Authority 🗹

Flags	Summary	PAR Today	Last Month Calculated	Difference
14	Total VMS HAP Expense	\$1,742	\$1,742	\$ -
14	Fraud Recovery	\$1,742	\$1,742	\$ -
14	Total MTW VMS HAP	\$ -	\$ -	\$ -
10	MTW HCV Admin	\$ -	\$ -	\$ -
10	MTW Rehab	\$ -	\$ -	\$ -
10	MTW Debt Service	\$ -	\$ -	\$ -
10	MTW Development	\$ -	\$ -	\$ -
10	MTW Local Housing	\$ -	\$ -	\$ -
10	MTW Other 1	\$ -	\$ -	\$ -
- 14	MTW Other 2	\$ -	\$ -	\$ -
ju -	MTW Other 3	\$ -	\$ -	\$ -

On this page, the **non-HAP expenses** included in the total monthly calculation are displayed. If the PHA reported fraud recovery or any MTW expenses, these are reflected in the final HAP calculation and the breakdown is shown here.



Select	Maushan		European -	Discretes	ELIN/D	DUIA		×
month:	voucher	income -	Expense -	Disaster	EHVP	PHA	Submission	~
8-2024 🗸	UML/HAP	Expenses	Comments	UML/HAP	UML/HAP	Into		

Voucher UML and HAP

Vouchers under lease on the First Day of the Month	UML	UML Last Month	Avg UML Last 12 Months	Avg UML Year to Date	НАР	HAP Last Month	Avg HAP Last 12 Months	Avg HAP Year to Date
Rental Assistance Demonstration 1- Public Housing Conversion								
Rental Assistance Demonstration 2 - Mod Rehab, Rent Supp, RAP Conversion	0	0	0	0				
Rental Assistance Demonstration 3 - PRAC Conversion	0	0	0	0				
Litigation								
Homeownership	6	6	6	6	\$2,092	\$2,092	\$1,799	\$2,019
New This Month								
Moving to Work								
One Year Mainstream - MTW	0	0	0	0				
Family Unification - Non MTW		0	0	0				
Family Unification Pre2008 - MTW		0	0	0				
Family Unification 2008/Forward - MTW	0	0	0	0				
Non Elderly Disabled - Non-MTW	0	0	0	0				
Non Elderly Disabled 2008 Forward - MTW	0	0	0	0				
Portable Vouchers Paid	17	16	17	15	\$26,259	\$24,030	\$25,893	\$22,960
HOPE VI								
Tenant Protection	5	5	5	5	\$2,474	\$2,371	\$1,917	\$2,009
Enhanced Vouchers	0	0	0	0				



VMS: Previous 24 Months of VMS Submissions

Print 🔒 🗙

PHA Activity and Available Funds

PHA ID: MS006 Tennessee Valley Regional Housing Authority 🗹

\$ - Total Payment Co	alendar Year 2025 Remaining	g Budget Authority Balance	\$ - Reserve Balance
Select date range:	mm/dd/yyyy 🗃 mm/dd/yyyy 🗃	Apply Reset	
Date	Transaction Description	Amount	Estimated Balance (Reserves)
10/23/24 11:35 AM	Budget Authority Disbursement	(\$4,479,629)	\$ -
10/25/24 5:05 PM	Budget Authority Disbursement	(\$648,846)	\$ -
10/28/24 5:48 PM	Budget Authority Disbursement	(\$649,881)	\$ -
11/5/24 7:09 PM	Budget Authority Disbursement	(\$652,100)	\$ -
11/14/24 5:38 AM	Budget Authority Disbursement	(\$466,616)	\$ -



Estimated Balance: PHA Activity and Available Funds

Funding Statement

The funding statement can be downloaded and saved as an Excel workbook.

The statement's information includes:

- Calculated HAP for the HCV Program
- The 58 calculation with any non-HAP VMS adjustments
- The Budget Authority balance
- Any HUD-Held Reserves
- Separate tab listing monthly transactions

PAYMENT ANALYSIS REPORT (PAR)

PHA ID: MS006 Tennessee Valley Regional Housing Authority 🗹

PAR Summary

	outlittury	PAR Today 🗎
1	HAP Eligibility	\$571,905
1	58 Calculation Data as of Feb 18, 2025 🔀	<u>\$562,399</u>
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100	VMS 🛃	
100	Available Budget Authority	\$ -
100	Available HUD Held Reserves	\$ -
100	HAP Payment Amount	(\$571,905)
1	Estimated Balance 🕑	(\$571,905)
wnload I February	Funding Statement	
February	Funding Statement 2025 Download Admin Fee	
February	Funding Statement 2025 Download Admin Fee	
vernioad i February	Funding Statement 2025 Download Admin Fee	



	PHA HAP Funding Monthly Statement	February 2025				
		-				
1	PHA Name	Tennessee Valle	ey Regiona	I Housing Authority		
2	PHA Number	MS006				
3	Program type	nev				
	Total PIC 50058 HAP Costs Reported:					
4	February 2025 50058 Calculation		\$	526,679		
5	Retro-Adjustment due to Historic 58 Updates		\$	2,932		
6	Margin (2% of (Line 4 + Line 5))	2%	\$	10,592		
7	VMS Adjustments		\$	1,742		
8	Total Calculated Monthly Need (Line 4 + Line 5 + Line 6 - Line 7)				\$	538,462
	Available Funds for Monthly Disbursement					
9	Obligated Undisbursed Budget Authority as of 1/21/25		\$	4,852,869		
10	HUD Held Reserves as of 1/21/25		\$	-		
11	Funds Available (Line 9 + Line 10)				\$	4,852,869
	Disbursements				-	
12	Calculated Monthly Need (Line 8) PIC 50058 as of 1/21/25		\$	538,462		
13	PHA Held Reserves		\$	-		
14	Net Disbursement (Line 12 - Line 13, Minimum \$0, Limited to Funds Available, Line					
	11)				Ş	538,462
15	Remaining to Offset for Remaining Months		Ş	-		
	Comments					
	comments					



Funding Statement

PAR Admin Fee

Flags	Summary	PAR Today 🗎	Last Month Calculated	Difference
10	Total Admin Fee	\$67,264	\$63,133	\$4,131
14	Column A Units	600	600	-
14	Column A Rate	63.36	63.36	-
14	Column B Units	790	702	88
14	Column B Rate	59.14	59.14	-
10	Column A Admin Fee	\$38,016	\$38,016	\$ -
14	Column B Admin Fee	\$46,721	\$41,516	\$5,205
14	Total Col A + Col B	\$84,737	\$79,532	\$5,205
14	Proration Factor	0.7938	0.7938	-
14	Admin Fees Calculated	\$67,264	\$63,133	\$4,131
14	Admin Fees Obligated (CY)	\$ -	\$ -	\$ -
10	Prior Year Over-Disbursement	\$ -	\$ -	\$ -
10	Balance (Over/Under)	\$ -	\$ -	\$ -

Users can view **Column A Rates** and **Unit counts**, **Column B Rates** and **Unit counts**, the **total of Column A**, the **total of Column B**, the **total of both Column A and B combined**, and the **total after being multiplied by the proration factor**. The proration factor is a hard-coded value and may need to be updated on an annual basis.

The Admin Fee section has a column for PAR Today, Last Month Calculated, Difference, and Last Payment. NOTE: Admin fee calculations are currently unavailable.



Administrative Fees





eVMS Calculation

Sample of 50058 Fields Used in eVMS HAP Calculation

Field	Field Number
SSN Head of Household	Unique Household Identifier
Date of Most Recent 50058 Submission	Update Date
Action Code	2a
Effective Date of Action Code	2b
Special Program Codes	2n
HAP Owed to Owner	11t, 12u, 15r
FSS Escrows	17k



Examples of HCV Program Rules

Other Program Rules	Details
Zero HAP Families	HAP Amount = \$0
HAP "Stops"	EOPs, Port Outs, Port Absorbs, etc.
Proration	Lease Ups and Exits with varying effective dates.
Partial Month Payments	HAP Changes with effective dates during a month.
Retro-Adjustments	Automatically adjust previous calculations if "older" effective dates are submitted.

50058 Reporting PHA Deadlines



Best Practices

Deadline*	PHA Best Practice
1 st through 19 th of the Month	PHAs complete 50058 submissions and submit to HUD
Weekly	PHA should review and verify the corrections no longer appear on the PIC Error Dashboard
15 th of the Month	PHAs complete all 50058 submissions and corrections to HUD
18 th of the Month	PHA's final check of the PIC Error Dashboard to ensure all corrections have been accepted
19th of the Month	PHA submits all 50058s to HUD

*If a date falls on a weekend or holiday, the action will take place on the following business day.

50058 Reporting PHA Deadlines



20 th of the Month	eVMS locks overnight and close processes begin 12am ET of 21^{st}
21 st of the Month	eVMS calculations completed and monthly statements generated

- eVMS uses the current month HAP data to calculate the next months disbursement amount.
 - Example: The April 21st lock will calculate PHAs May HAP disbursement using their April 50058 data.
- The 50058s that are submitted after the lock date will be automatically captured and incorporated into the next HAP disbursement.
 - Example: Any 50058s with an April effective date submitted after the April 21st lock, will be captured in the May 21st close cycle and included in the June HAP Disbursement.
- PHAs should follow their normal procedures to request HUD-Held Reserves (HHR) from their FMC FA if the monthly calculation is not sufficient to cover their HAP need.

*If the close cycle falls on a weekend or holiday, the action will take place on the following business day.

Possible Differences Between System of Record and eVMS

- 1. Manual Adjustments: Prior period adjustments may not be reflected on 50058s.
- 2. Payment Abatements/Holds: 50058s do not capture payments that are processed but not remitted for enforcement or operational reasons.
- 3. 50058 Fatal Errors: PHAs should work with HCV Program staff to ensure that 50058 fatal errors are being corrected in a timely manner. Refer to PIC Error Dashboard training.
- 4. Timing of 50058 Submissions: Are there 50058s for the upcoming month that have been processed in the system of record but not yet transmitted to HUD?
- 5. MTW PHAs: eVMS is currently unable to calculate HAP for MTW PHAs. If an MTW PHA is billing your PHA for a portability participant, the associated HAP will not be captured or calculated.

Head	of household name	Socia	al Security Number
Far	nily Report U.S. D	epartı Off	ment of Housing and Url
1. A	gency		
1a.	Agency name		
1b.	PHA code		
1c.	Program P=Public Housing,	CE= Se	ec. 8 Certificates, VO= Sec. 8 Vo
1d.	Project number (Public Housing only	y)	
le.	Building number (Public Housing on	ily)	
lf.	Building entrance number (Public H	ousing	g only)
lg.	Unit number (Public Housing only)		
2. A	ction		
2a.	Type of action		
2b.	Effective date (mm/dd/yyyy) of action	n	
2c.	Correction? (Y or N		
2d.	If correction: (check primary reason) [Family correction of in Family correction (no
2h.	Date (mm/dd/yyyy) of admission to	progra	am
2i.	Projected effective date (mm/dd/yyy	y) of r	next reexamination
2j.	Projected date (mm/dd/yyyy) of next	t flat r	ent annual update (Public
2k.	FSS participation now or in the last	year?	(Y or N)
2m.	Special program: (vouchers only) (c	heck (only one) [🗖] Enhar
2n.	Other special programs: Number 0	1	
2n.	Other special programs: Number 02	2	
2q.	PHA use only		
2r.	PHA use only		
2s.	PHA use only		
2t.	PHA use only		
2u.	PHA use only		
ta. Ty	pe of action codes	6 = 5	nd Participation
2 = An	nual Reexamination	7 = 0	ther Change of Unit
	erim Reexamination	8 = F3	SS/WW Addendum Only
5 = Po	rtability Move-out (VO only)	10 = 1	ssuance of Voucher (VO only)

eVMS Reports & Best Practices



<u>Reports</u>

- eVMS is currently developing a Reporting module that will give users extensive reporting capabilities, including ADHOC and custom reports.
- In the current system version, there is the "50058 Family Level Detail Report."
- This report will enable PHAs to view all applicable 50058s used in their HAP Disbursement.

PHA Cod	First Name	Last Name Initial	Program Type	Voucher Ty	Type of Acti	50058 Effective Date	Special Programe (2n.1)	Special Program (2n.2)	Correction Indica	Portability Indicator	50058 Submitting
AR031	K	Y	VO	TBV	3	1/1/2025			N	N	AR031
AR031	К	Y	VO	TBV	3	1/1/2025			N	N	AR031
AR031	K	Y	VO	TBV	2	5/1/2024			N	N	AR031
AZ005	J	A	VO	TBV	3	12/1/2024			N	Y	AZ001

*This is only a portion of the 50058 data fields included in the report

eVMS Reports & Best Practices



Best Practices

How can I be sure all applicable 50058s were included in a HAP disbursement calculation?

- Pull a PIC ADHOC report showing all current 50058 records and compare it to a similar report from your system of record.
 - *Historic 50058 records in PIC need to be viewed by participant.*
- Compare the eVMS "50058 Family Level Detail Report" to a 50058 report from your system of record.

What should I look for?

- Check that all 50058s were submitted and accepted to PIC.
- Check the timing of when the 50058 was submitted to PIC.
 - Was it before or after that month's close cycle?
- Is there a hold or abatement?
- Is the participant out of a unit and searching?
- Is it a portability billing participant with an MTW PHA?

eVMS Reports & Best Practices



Best Practices

What happens if my calculated HAP disbursement is lower than my monthly need?

- Confirm that all 50058s have been submitted and accepted to PIC prior to that month's close cycle.
- Identify any 50058s needing correction and ensure they are submitted/accepted to PIC.
 - eVMS will automatically create a retro-adjustment in the following months calculation.
- Contact your assigned Financial Management Center (FMC) Financial Analyst to request a drawdown from your available HUD Held Reserves.

What happens if there was an overpayment in my HAP disbursement?

- Identify the 50058s that need to be corrected and ensure they are submitted/accepted to PIC.
 - EVMS will automatically create a retro-adjustment in the following months payment.
- The HUD Financial Management Division (FMD) performs annual VMS HAP reconciliations, which can result in overpayments and offsets against future HAP disbursements.
 - For example: an active participant is out of a unit and searching, abatement/holds/etc.



Importance of Accurate 50058 Reporting



Importance of Accurate 50058 Reporting

Since disbursements of HAP will be dependent on 50058 data, the timely and accurate submissions of 50058s have greater importance.

For SEMAP purposes, 50058s are due within 60 days of the effective date of the transmission. However, 50058s should be submitted on a regular basis and rejected submissions should be corrected quickly.

Incomplete 50058 reporting could result in inaccurate disbursements of HAP and administrative fees.





PIC Error Dashboard

HUD developed the **PIC Error Dashboard** to provide PHAs with an updated view of current PIC errors and a snapshot of performance.

Use the dashboard to determine your PHA's current errors. Once corrected in the system of record, check the dashboard regularly (see updated date on the dashboard) to ensure the errors were corrected and accepted in PIC.

To access, <u>visit HUD's website</u>. Check HUD Exchange to view current training materials.

				ł	PIC	Errc 5005	or Das 8 Fatal Erro	hboar
State	PHA Code & Name		MTW		Size		Program Type	w/ Fatal Error
All	All	\sim	All	\sim	All	\checkmark	All	

#PH

Fatal Error Report: The following table displays records submitted by the PHAs in the IMS/PIC system that were rejected as a result of fatal errors. This data is pulled manually from the PIC system, the data is **updated weekly and is current as of the date noted in the top right hand corner**. These PIC submissions need to be corrected and resubmitted to PIC. Use the "PIC Submission Date," "Ticket Number," and "Form Number" to identify the 50058(s) that need to be corrected and resubmitted. 50058 Submission FAQs. 50058 Special Program Codes. PHA sizes listed in this dashboard are defined by the combined unit totals, as follows: extra small (0-249), small (250-549), medium (550-4999), large (5,000-57,999), extra large (58,000 or larger).

PHA Code	PHA Name	Ticket Number	Unique ID	Form Number	Error Number	Error Field Data	Special Program Codes	
-	Housing Finance Corporation	0023440000	234400002	2	2	3n	_	A Voucher record exist. Portability M
	Housing Finance Corporation	0452540000	4525400003	3	15	2a		2(a)(Action Type) r or 4(Move in) for H If 2(a)(Action Type) action type 5(Mov
	Housing Finance Corporation	0452540000	4525400003	3	16	2a		2(a)(Action Type) r type for the House
	Housing Finance Corporation	0452540000	4525400004	4	32	2a		2(a)(Action Type) r or 4(Move in) for H If 2(a)(Action Type) action type 5(Mov
	Housing Finance Corporation	0452540000	4525400004	4	33	2a		2(a)(Action Type) r type for the House
	Housing Finance Corporation	0565140000	5651400004	4	6	2b		Cannot be earlier t
	Housing Finance Corporation	0573240000	5732400002	2	1	2b		Cannot be earlier t
	Housing Finance Corporation	0573240000	5732400002	2	4	2a		2(a)(Action Type) r or 4(Move in) for H If 2(a)(Action Type)





Demo & Use of eVMS





Additional Resources

Obtaining Access

- PHA's need to use their Secure Systems (WASS) Coordinators to assign the eVMS "Role"
 - Please refer to the "Welcome" email for screenshots and procedures.









Accessing eVMS



Using the internet browser (must use Google Chrome), access eVMS through <u>REAC HUD Secure</u> <u>Systems</u>:

PIH Home	About PIH	Public Housing	Housing Choice
Home / RE	AC		
System L	ogin	_	PIH
Existing us	ers: Login her	e	
Need to ac	cess HUD syste	ems? Register onlin	e
Forgot Pas	sword? Passwo	ord Reset	1
Note: Pass provide exa	word reset will act information	require you to n from your origina	1
registratio	n		5
Helpful T	ools		

Select Login here within the

System Login heading.

User ID User ID Password Login Cancel N: r User ID will be locked after three incorrect login attemp pot your password? Click this link to access Reset Passwo re is an inactivity timeout of 30 minutes. Please save you re is a session timeout of 4 hours. Once reached, you wilk k where you left off. computer system, and all the systems associated with the exted by a computer security system; unauthorized access itored.

Enter your credentials. Accept the legal warning.



Select Electronic Voucher Management System (eVMS).

eVMS User's Manual

CVR



Enterprise Voucher Management System (eVMS)



PHA User Guide

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1.2 50058 Family-Level Calculation

The **58 Calculation** page can be viewed by clicking the link to the right of the line item **58 Calculation**. Under that line, the date of the most recent data is displayed. On this page, the calculated HAP is shown. The dollar amounts generated are based on calculations using 50055 data from the previous day.



PAYMENT ANALYSIS REPORT (PAR)

Line items for the 50058 are displayed, including:

- Section 11: Project-Based HAP
- Section 12: Tenant-Based HAP
- Section 15: Homeownership (HOV) HAP

In addition, tracking for port-ins is provided on this page. This is the number of vouchers that are classified as portability-in (action code 4 from the 50058) for the current and last month calculation for the PHA.

See the image below for an example of the 58 Calculation page. Just like the PAR Summary page, there are columns with the value for that day, the previous month, and the difference from the previous month. A user can extract the current view of the 58 Calculation page at any time by clicking the **Print** button (<code>Print D</code>) in the upper right corner of the screen.

To exit the 58 Calculation page, select the X in the upper right corner of the screen.

58 Ca	lculation	р	4A ID: ALCOI HOUSING Authority of a	Print 🔒 he Birmingham District 🕑
Poge	Summary	PAR Today	Last Month Colouisted	Difference
14	Total 58 HAP Eligibility Cale. Ame.	\$3,533,231	1.	\$0,500,201
76	Section 11 - Project Based Voucher HAP	81	1.	5 -
74	Section 12 - Tenant Based Voucher HAP	\$3,533,231	8 -	\$3,533,231
[10]	Section 15 - Homeownership HAP	8.	ş.	5 -
74	58 Updates			
74	Past month owed to PHAs (+)	8 -	8 -	s -
74	Past month due to HUD (-)	5 -	ş.	5 -
74	Nut HAP update (+{-)	4.	8 -	8.

Figure 3: 58 Calculation Page

eVMS PHA User Guide ©2022 CVR Associates, Inc. All rights reserved.

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Additional Resources

In addition to this webinar, the following resources will be available on the <u>HUD eVMS Website</u>:

- eVMS Guidebook that provides step-by-step instructions for using eVMS (also provided with this webinar).
- PIC Error Dashboard Webinar and the PIC Error Correction Guidebook.
- Videos and handouts about correcting the most common PIC errors and correction walkthroughs (coming soon).
- eVMS webinars reviewing the software in-depth as well as best practices for implementation (coming soon).



Access the <u>PIC/IMS User Manuals</u> to review comprehensive instruction on IMS/PIC sub-modules.



Additional Resources

- For 50058 PIC Submission assistance, contact your local PIC <u>Coach</u>.
 - HUD is offering Technical Assistance for PHAs needing additional 50058 submission assistance. This can be set up through your local PIC Coach.
- eVMS Calculation assistance can be provided by your Financial Management Center (FMC) Financial Analyst.
- eVMS System questions or suggestions: <u>AskEVMS@hud.gov</u>







G SN AND EVELOPM

Questions and Answers





Screenshots

Landing Page

The landing page is the **Payment Analysis Report (PAR) Summary** page, which shows:

- HAP calculations
- 50058 family-level calculations
- VMS adjustments
- Estimated balances
- Funding statements

PAYMENT ANALYSIS REPORT (PAR)

PHA ID: MS006 Tennessee Valley Regional Housing Authority 🖸

✓ PAR Summary

Flags	Summary	PAR Today 🗎	Last Month Calculated	Difference
10	HAP Eligibility	\$571,905	\$538,462	\$33,443
10	58 Calculation Data as of Feb 18, 2025 🔀	<u>\$562,399</u>	<u>\$529,611</u>	<u>\$32,788</u>
W	VMS Adjustments Data as of Feb 12, 2015	<u>\$1,742</u>	<u>\$1,742</u>	<u>\$ -</u>
 u	2% Margin	<u>\$11,248</u>	<u>\$10,592</u>	\$656
W	VMS 🛃			
 1	Available Budget Authority	\$ -	\$4,852,869	(\$4,852,869)
10	Available HUD Held Reserves	able HUD Held Reserves \$ -		\$ -
10	HAP Payment Amount	(\$571,905)	(\$538,462)	(\$33,443)
ju	Estimated Balance 🗹	(\$571,905)	\$4,314,407	(\$4,886,312)
inload F elect Do	Funding Statement ite - Download			
				,
		-		-



PAYMENT ANALYSIS REPORT (PAR) PHA ID: MS006 Tennessee Valley Regional Housing Authority Click to access the 58 Calculation page.

PAR Summary

Flags	Summary	PAR Today 🗎	Last Month Calculated	Difference
10	HAP Eligibility	\$571,905	\$538,462	\$33,443
10	58 Calculation Data as of Feb 18, 2025	Click to acc	ess the VMS	<u>\$32,788</u>
10	VMS Adjustments Data as of Feb 12, 2015	Adjustme	ents page.	<u>\$ -</u>
100	2% Margin	<u>\$11,248</u>	<u>\$10,592</u>	<u>\$656</u>
10	VMS 🛃			
100	Available Budget Authority	Click to a	access the	(\$4,852,869)
10	Available HUD Held Reserves	Fstimated R	alance nage	\$ -
100	HAP Payment Amount	Lotimated D	alance page.	(\$33,443)
100	Estimated Balance 🗹	(\$571,905)	\$4,314,407	(\$4,886,312)
Download F February	2025 - Download	Select a date and d the Funding State	lownload e ment .	



Navigating the PAR

Once a page is opened, use the buttons on the top-right corner to **extract** (.csv), **print**, or **close** the page.







The calculated HAP displays data based on the previous day's 50058s.

58 Calculation

PHA ID: MS006 Tennessee Valley Regional Housing Authority 🗹

	Flags	Summary	PAR Today	Last Month Calculated	Difference
		Total 58 HAP Eligibility Calc. Amt.	\$562,399	\$529,611	\$32,788
Line ite	ems	58 Current Period HAP	\$562,399	\$526,679	\$35,720
for th	ne	Section 11 - Project Based Voucher HAP	\$ -	\$ -	\$ -
50058	8	Section 12 - Tenant Based Voucher HAP	\$561,711	\$525,991	\$35,720
	10	Section 15 - Homeownership Voucher HAP	\$688	\$688	\$ -
	ju -	Retro-Adjusted HAP due to Historic 58 Updates	\$ -	\$2,932	(\$2,932)
)W	Section 11 - Project Based Voucher Retro-Adjusted HAP	\$ -	\$ -	\$ -
	10	Section 12 - Tenant Based Voucher Retro-Adjusted HAP	\$ -	\$2,932	(\$2,932)
	14	Section 15 - Homeownership Voucher Retro-Adjusted HAP	\$ -	\$ -	\$ -
14		Portability			
	ju -	Port-Ins	10	9	1

Action Code 4

from 50058

58 Calculation

Print 🖶 🗙



Any reported fraud recovery or MTW non-HAP expenses are included in the final HAP calculation on this page.

	VMS Adjustments Flags Summary Image: Total VMS HAP Expense Image: Total MTW VMS HAP Image: Total MTW VMS HAP Image: MTW HCV Admin Image: MTW Rehab Image: MTW Debt Service Image: MTW Development Image: MTW Local Housing Image: MTW Other 1 Image: MTW Other 1	ΡΗΑ ΙΙ		Print 🖨 🗙		
	Flags	Summary	Imments PHA ID: IV PAR Today Last Month Calculated Difference MIS HAP Expense S1128 S-1 IV Was HAP S-1 S-1 IV Was HAP S-1 S-1 IV Nos HAP S-1 S-1 V No Vadmin S-1 S-1 V Rehab S-1 S-1 V Debt Service S-1 S-1 V Development S-1 S-1 V Cool Housing S-1 S-1 V Other 1 S-1 S-1 V Other 2 S-1 S-1 S-1 V Other 3 S-1 S-1 S-1			
	- 10	Total VMS HAP Expense	\$1,128	\$1,128	\$ -	
	1	Fraud Recovery	\$1,128	\$1,128	\$ -	
Fraud Recovery	10	Total MTW VMS HAP	\$ -	\$ -	\$ -	
imported from	10	MTW HCV Admin	\$ -	\$ -	\$ -	
	10	MTW Rehab	\$ -	\$ -	T	otal HAP for the
VIVIS/	10	MTW Debt Service	\$ -	\$ -	da	v. last month, and
	10	MTW Development	\$ -	\$ -		the difference
	10	MTW Local Housing	\$ -	\$ -	_	
	1	MTW Other 1	\$ -	\$ -	\$ -	
	10	MTW Other 2	\$ -	\$ -	\$ -	
	10	MTW Other 3	\$ -	\$ -	\$ -	
All MTW- related items						P





Recorded transactions on this page include **disbursements**, **Budget Authority** funding allocated to the PHA, **PHA-Held Reserves** and **HUD-Held Reserves** adjustments, and **Remaining Budget Authority** transferred to HUD-Held Reserves (end of the calendar year).



NOTE: If a certain month is selected when the Print or Extract button is selected, only that month's data will be shown.



Estimated Balance

		PHA HAP Funding Monthly Statement	February 2025			
	1	PHA Name	Tennessee Valle	y Regional Housing Authority		
	2	PHA Number	MS006			
	3	Program Type	HCV			
	·					
Available funde						
Available futius		Total PIC 50058 HAP Costs Reported:				
from HI ID	4	February 2025 50058 Calculation		\$ 526,679	-	
	5	Retro-Adjustment due to Historic 58 Updates		\$ 2,932	-	
	6	Margin (2% of (Line 4 + Line 5))	2%	\$ 10,592		
	7	VMS Adjustments		\$ 1,742	<u> </u>	
	8	Total Calculated Monthly Need (Line 4 + Line 5 + Line 6 - Line 7)			\$	538,462
		Available Funds for Monthly Disbursement				
	9	Obligated Undisbursed Budget Authority as of 1/21/25		\$ 4,852,869		
	10	HUD Held Reserves as of 1/21/25		\$ -		
	11	Funds Available (Line 9 + Line 10)			\$	4,852,869
	_	Disbursements				
	12	Calculated Monthly Need (Line 8) PIC 50058 as of 1/21/25		\$ 538,462		
	13	PHA Held Reserves		\$ -		
		Net Disbursement (Line 12 - Line 13, Minimum \$0, Limited to Funds Available, Line				
	14	11)			\$	538,462
	15	Remaining to Offset for Remaining Months		\$ -		
		Comments				
	16					



Funding Statement

Click > to open at the bottom of the PAR page.

PAR Admin Fee

Flags	Summary	PAR Today 🗎	Last Month Calculated	Difference
10	Total Admin Fee	\$67,264	\$63,133	\$4,131
ju .	Column A Units	600	600	-
10	Column A Rate	63.36	63.36	-
W	Column B Units	790	702	88
10	Column B Rate	59.14	59.14	-
ju	Column A Admin Fee	\$38,016	\$38,016	\$ -
ju	Column B Admin Fee	\$46,721	\$41,516	\$5,205
I U	Total Col A + Col B	\$84,737	\$79,532	\$5,205
ju	Proration Factor	0.7938	0.7938	-
N	Admin Fees Calculated	\$67,264	\$63,133	\$4,131
I U	Admin Fees Obligated (CY)	\$ -	\$ -	\$ -
ju	Prior Year Over-Disbursement	\$ -	\$ -	\$ -
10	Balance (Over/Under)	\$ -	\$ -	\$ -

Total Admin Fee today, last month, and the difference

Details about **Column A and B** (units, rates, admin fees, etc.)

Admin fees, proration factors, disbursements, and the balance

PAR Admin Fee



Click t res	to see additional ources/tabs.			Click to Prir PAR Sum	nt/Extract nmary.		
	MS					@	
						September 8, 2022	•
PAYMEI PHA ID:	Housing Authority	AR)					
∽ PAR	Summary						Î
✓ PAR Flags	Summary Summary	PAR Today 🗎	Last Month Calculated	Difference	Last Month Paid		Â
✓ PAR Flags	Summary Summary HAP Eligibility	PAR Today 🗎 \$10,604,542	Last Month Calculated \$10,668,796	Difference (\$64,254)	Last Month Paid		
 ✓ PAR Flags ⋈ ⋈ 	Summary HAP Eligibility 58 Calculation Data as of Jul 1, 2022	PAR Today 🗎 \$10,604,542 \$10,394,403,4	Last Month Calculated \$10,668,796 \$10,457,327.94	Difference (\$64,254) (\$62,924.54)	Last Month Paid		

Navigating Menus



Once the **Print/Extract PAR Summary** button is selected, all PAR summary data downloads to the user's computer as a .csv file.

	Preparing CSV contents for the PAR Summary table.	×
	Sentember 30, 2022	Q
	Preparing CSV contents for the PAR Admin Fee table.	×
	PAR Summary 9-30-2022.csv successfully created.	×
	PAR Admin Fee 9-30-2022.csv successfully created.	×
nth Paid		

The system populates green success messages once the documents are prepared and then successfully downloaded.



Print/Extract PAR Summary