

Dear Executive Director:

The U.S. Department of Housing and Urban Development (HUD, “the Department”), Office of Public and Indian Housing (PIH), is pleased to inform you that Federal Fiscal Year (FFY) 2019 Capital Fund Program (CFP) formula grant awards have been posted to the Capital Fund Program’s 2019 Processing Information webpage. The link for this webpage is:

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/capfund/2019pi

We recommend that you bookmark this webpage for future reference. On this webpage, you will also find guidance on FFY 2019 processing of Capital Fund grants.

Go to the CFP website to view the grant information and review the more detailed instructions in the 2019 Capital Fund Processing Guidance document. As was the case last year, HUD no longer requires PHAs to physically sign Annual Contribution Contract (ACC) Amendments: however, if locally required to sign, the PHA should sign and retain a copy in its Capital Fund grant files. PHAs must control its Capital Funds drawdowns and use of Capital Funds. Therefore, when draw downs of FFY 2019 Capital Funds in HUD’s Electronic Line of Credit Control System (eLOCCs) occur, your PHA is agreeing to comply with the ACC (HUD-53012), the 2019 Capital Fund ACC Amendment (HUD Form 52840A), the United States Housing Act of 1937 including the Capital Fund Program statutory requirements (Section 9 of the United States Housing Act of 1937, as amended), and the Capital Fund Final regulation at 24 CFR Part 905.

PHAs are responsible for maintaining the correct contact information, including the correct email address for the Executive Director or other responsible official authorized by the PHA Board to take actions within the Department’s Public Housing Program (e.g., CEO, Acting or Interim Executive Director) in PIC.

PHAs are also responsible for various approvals (24 CFR 905.104) and compliance (24 CFR 905.106) with Capital Fund and Public Housing requirements (24 CFR 905.108) including maintaining an authorized official of the PHA for taking any actions (e.g., drawing of funds and binding the PHA to Public Housing requirements) via the Department’s Electronic Line of Credit Control System (eLOCCs).

PIH will make funds available to PHAs in eLOCCS a few days after announcing awards.

EPIC: In FFY 2019, all PHAs will be required to submit their CFP 5-Year Action Plans and Budgets within HUD’s Energy and Performance Information Center (EPIC) system; the electronic CFP submission process replaced the paper submission process starting with some FY 12 grants and all FY 18 grants. Field Offices (FOs) will review and approve or withhold approval, as appropriate, 5-Year Action Plans in EPIC. PHAs with an approved 5-Year Action Plan in EPIC may revise work activity amounts to reflect actual awards and may “funge”, or reschedule, approved activities from one year to another without seeking additional HUD FO approvals. Training resources on EPIC are available on the Capital Fund Program webpage at:

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/capfund

NOTE: Any use of funging or rescheduling must be within the statutory and regulatory requirements for obligations and expenditures.

Updated Data Universal Number System (DUNS) Number: DUNS registration in the System for Awards Management (SAM) is a requirement to receive Federal awards, and the registration must be active. For PHAs with expired DUNS numbers, the FFY 2019 Capital Fund grants will be awarded and suspended until the registration is updated. Once the DUNS registration is updated, the Field Office will release the suspension. Please note that the obligation end date of the FFY 2019 grant will remain the same, so PHAs with expired DUNS numbers will have less than 2 years to obligate the funds.

PIC Updates to email Addresses and Contact Information: The Department corresponds with PHAs via email based on contact information in the PIH Information Center (PIC) system. PHAs are responsible for maintaining the correct contact information, including the correct email address for the Executive Director or other responsible official (e.g., CEO, Acting or Interim Executive Director), in PIC.

Thank you for the important work you do on behalf of your Public Housing Authority. If you have any questions after viewing the Capital Fund Program awards or reading the additional processing guidance that is posted to the website, we are happy to assist you. Please contact your local HUD Field Office or send an email to PIHOCI@HUD.gov with “Capital Fund Processing” as the subject.