




No. 2018-02a
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PROGRAM GUIDANCE

PROGRAM: Indian Housing Block Grant

FOR: Tribal Government Leaders and Tribally Designated Housing Entities

FROM: Heidi J. Frechette, Deputy Assistant Secretary for Native American Programs, PN 

TOPIC: Guidance Completing the Indian Housing Plan/Annual Performance Report (form HUD-52737)

PURPOSE: This guidance amends pages 4 and 5 of the attachment to Program Guidance 2018-02 (R), the Indian Housing Plan and Annual Performance Report Guidance, with correct APR due dates. The Indian Housing Plan and Annual Performance Report Guidance provides recipients of Indian Housing Block Grant (IHBG) funds with information on how to complete the Indian Housing Plan (IHP)/Annual Performance Report (APR) (form HUD-52737).

BACKGROUND: To receive an IHBG, a recipient must submit a One-Year IHP, as required by the Native American Housing Assistance and Self-Determination Act (NAHASDA), § 101(b)(1). Recipient programs that are fully or partially funded by IHBG, IHBG program income, Title VI funds, Title VI program income, or 1937 Housing Act funds must be included in the IHP. The recipient is required to submit the IHP to the Area Office of Native American Programs (ONAP) at least 75 days prior to the start of its 12-month program year, as required by NAHASDA § 102(a)(1)(A). A recipient may request a 90-day waiver of the submission date.

At the end of the recipient's program year, the recipient must submit an APR to the Area ONAP, as required by NAHASDA § 404(a). The APR describes annual accomplishments and shows the progress made toward accomplishing planned eligible activities and realizing intended outcomes. At a minimum, the APR text must describe the results of expending IHBG resources, as applicable. Recipient programs that are partially funded by IHBG resources must be included in the APR. If the recipient wishes to report on programs funded by other sources, it may do so. The recipient is required to submit the APR to HUD no later than 90 days after the recipient's program year end, as required by the regulations at 24 CFR § 1000.514. A recipient may request a 30-day extension of the submission date.

PROCEDURE: Attached is a step-by-step guidance for completing the IHP and APR sections of form HUD-52737. The guidance provides in-depth descriptions along with numerous examples to assist the recipient. Using the guidance is recommended, especially when completing an IHP or APR for the first time.

Form HUD-52737 is available at:

https://www.hud.gov/program_offices/administration/hudclips/forms/hud5

ADDITIONAL GUIDANCE: Contact your Area ONAP if you have any questions.

Attachment