

Enterprise Voucher Management System - eVMS

Frequently Asked Questions

May 2025

Q: What should I do to prepare and is there additional work my PHA must perform to use eVMS?

A: Currently, HUD is asking PHAs to continue their monthly VMS submissions and 50058 reporting to IMS/PIC. PHAs should prepare for eVMS by maintaining accurate household participation data reported in the HUD 50058. HUD has tools and resources to make it easier for PHAs to submit timely and accurate 50058 data.

You can find resources to assist with this effort [here](#).

Q: Is there a recorded training I can watch?

A: Yes, the most recently PHA training and presentation materials can be found on the [eVMS website](#).

Q: Does my PHA need to continue submitting VMS each month?

A: Yes, until eVMS is further developed and has the functionality to replace VMS, VMS submissions are critical to submit the “actual” expenses incurred at your PHA. VMS is used to calculate Admin Fees, HAP reconciliations, Section 8 renewal funding and benchmarking, etc.

Q: What programs does eVMS fund?

A: As of now, eVMS only calculates and disburses HAP for TBRA Vouchers under the VO Program. This excludes Mainstream 5, Emergency Housing Vouchers and Admin Fees. PHAs will have those programs funded via VMS submissions until eVMS is further developed.

Q: How do I get access to eVMS?

A: The Secure Systems Coordinator at your PHA would need to follow this guide.

Q: I can log into eVMS but no PHA data shows up and/or I get a “PAR ID” error.

A: This error is tied to the “PHA Assignment Maintenance” function in Secure Systems. Please ask your Secure Systems Coordinator at your PHA to review the guide and try it again.

Q: When should 50058s be sent to IMS/PIC?

A: Since eVMS uses 50058 data to calculate HAP funding in real time, it is important to submit all finalized 50058s to IMS/PIC prior to the months close cycle. To use May 2025 as an example, the HAP Calculation close cycle ends, Wednesday, May 21st. eVMS will use May and earlier effective 50058s to calculate HAP and send the disbursement to your PHA on June 1st. If any May or earlier effective 50058s are submitted after the close, they will be included in the June 21st calculation, which will be sent to your PHA on July 1st.

Q: How can I be sure the PIC Reporting at my PHA is accurate?

A:

- Review PIC Ticket Submissions for any fatal errors at the time of submission.
- Review the [PIC Error Dashboards](#) & [applicable training materials](#) to identify any errors that need to be corrected.
 - o Work with your local PIC Coach at your assigned HUD Field Office for further assistance.
- Review the "50058 Family Level Data Extract" report from eVMS to identify all 50058s used in the HAP calculation.

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

A:

- 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.

Q: Why could there be a difference between the eVMS HAP calculation and a VMS submission?

A:

- Since eVMS uses 50058 data to calculate HAP, there are certain HCV situations that do not get reported via 50058s. These include:
 - o Active HCV participants moving and out of a unit.
 - o Holds/Abatements
- 50058s submitted from your PHA may have been rejected due to fatal errors. If 50058s are missing from PIC, they would not be included in the eVMS calculation.
- If 50058s are submitted after a close cycle, they would be included in the following months calculation. For example, if a May effective 50058 is submitted after May 21st, it would not be sent in the June 1st disbursement. It would be included in the June calculation and disbursed on July 1st.
- If a MTW PHA is billing/administering a portability participant for your PHA.
- **All scenarios will be reconciled using VMS Submissions.**

Q: When will MTW PHA's be able to use eVMS? What happens to the HAP associated with participants who are porting to a MTW PHA?

A: Until MTW PHAs are utilizing and submitting the new 2024 versions of the 50058 to HUD, eVMS is unable to accurately calculate HAP based on the current 50058 forms. This does include 50058s for participants who are utilizing portability. If a non-MTW PHA has participants who ported to a MTW PHA and the MTW PHA is billing/administering, these participants would be excluded from the HAP calculation and disbursement.

HUD will fund PHAs for these families when HUD performs a HAP reconciliation comparing VMS submissions to what was disbursement by eVMS.

Q: What should I do if the eVMS calculated disbursement does not cover my HAP need?

A:

- 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.
- Submit an HHR Request using DocuSign and your assigned Financial Management Center (FMC) Financial Analyst will complete the drawdown from your available HUD Held Reserves.

Q: Will my PHA receive disbursements in the same way?

A: PHAs monthly HAP disbursements will continue to generate using the same process as is currently used.

Q: Does eVMS integrate with the Two-Year Tool?

A: Not yet! For now, please continue using the "Data Collection Report" in VMS when running the Two Year Tool.

Q: Who can I contact for additional assistance?

A:

- For 50058 related issues, please contact the PIC Coach at your local HUD Field Office.
- For funding calculations, not related to 50058 errors, contact your assigned Financial Analyst at the Financial Management Center
- For system related questions, contact the eVMS Team via AskEVMS@hud.gov