

HUD NOTIFICATION
U.S. Department of Housing and Urban Development
Washington, D.C. 20410-8000

MEMORANDUM FOR: Hal C. DeCell, III, Assistant Secretary for
Congressional and Intergovernmental Relations

FROM:

HUD OFFICE:

ACTION: (Section 202 Supportive Housing for the Elderly or
Section 811 Supportive Housing for Persons with Disabilities)

PROJECT DESCRIPTION

An allocation of funding has been approved to develop housing for
(the elderly or persons with disabilities) as follows:

Sponsor Name/Address:
Project Number/Name:
Project Address:
Number of Units:
Capital Advance Authority:
PRAC Contract Authority: \$ Budget Authority: \$
Total Award: \$
Project Contact/Phone Number:

PROGRAM/PROJECT HIGHLIGHTS

(Section 202 or Section 811) is an assistance program that
provides capital advance financing and rental assistance to
(private) nonprofit sponsors for the development and operation of
supportive housing to enable (the elderly or persons with
disabilities) to live as independently as possible in the
community. An allocation of funding has been approved to provide
(describe in some detail what the award will be used for i.e.,
type of effort [new construction, rehab, or acquisition] resident
population [the elderly or specific population of persons with
disabilities {e.g., persons with physical disabilities,
developmental disabilities, chronic mental illness or combination
of any of the three}] and any interesting facts about the
project).

STATUS

All administrative, regulatory and statutory requirements have
been met.

Local HUD Office Contact/Phone Number:

CONGRESSIONAL DELEGATION

Senator: Senator:
Member of Congress/District:

ATTACHMENT 8

RESERVED FOR SECTION 202 MINORITY BUSINESS ENTERPRISE (MBE) GOALS

ATTACHMENT 9

RESERVED FOR SECTION 811 MINORITY BUSINESS ENTERPRISE (MBE) GOALS

SECTION 202/SECTION 811 CAPITAL ADVANCE PROGRAM
APPLICATION FOR FUND RESERVATION
INITIAL SCREENING REVIEW CHECKLIST FORMAT

Instructions:

1. The Project Manager shall check all applications to determine if the exhibits are complete, incomplete or missing. **NOTE:** During initial screening, the contents of the exhibits are not to be reviewed; only the inclusion of the material.
2. If an exhibit or part of an exhibit is missing, it should be identified on the review sheet.
3. When completed, the Project Manager shall draft a letter to the Sponsor either acknowledging receipt of a complete application or identifying missing exhibits or parts of exhibits.
4. (Section 811 Only) If the Sponsor checks box 9b. of Form HUD-92016-CA indicating that it is requesting approval to restrict occupancy of the proposed project to a subcategory of persons with disabilities within one of the three main categories (i.e., physically disabled, developmentally disabled, chronically mentally ill) the Project Manager must ensure that the Sponsor has submitted the required information in Exhibit 4(e)(1) to justify its request.

Project Sponsor: _____
 Project Location: _____
 Project No.: _____ No. of Units/Residents: _____

INITIAL SCREENING SUMMARY

Date Received for Screening: _____
 Date Screening Completed: _____

☐ Application is complete.

Date of acknowledgement letter: _____

. . . OR

☐ Application is incomplete.

Date of deficiency letter (attach copy):

Date of response to deficiency letter:

Date Application Placed into Technical Processing:

Signature of Project Manager

Date

Section 202/Section 811 - Application for Fund Reservation
Initial Screening Review Checklist
Project Manager

Sponsor Name: _____
Project Location: _____
Project No.: _____

The following Exhibits must be checked for completeness by the Project Manager.

<u>EXHIBIT NO.</u>	<u>COMPLETE</u>	<u>INCOMPLETE</u>
<u>MISSING</u>		
1		
2(a)		
2(b)		
2(c)		
2(d) (811)		
3(a)		
3(b)		
3(c)		
3(d)		
3(e)		
3(f)		
3(g)		
3(h) (1)		
3(h) (2)		
3(h) (3) or		
3(h) (1)		
3(i)		
4(a)		
4(b)		
4(c) (1)		
4(c) (2)		
4(d) (1)		
4(d) (2)		
4(d) (3)		
4(d) (4)		
4(d) (5)		
4(d) (6)		
4(d) (7) (811)		
4(d) (8) (811)		
4(d) (8) (i) (811)		
4(d) (8) (ii) (811)		
4(d) (8) (iii) (811)		
4(d) (8) (iv) (811)		
4(d) (8) (v) (811)		
4(d) (8) (vi) (811)		
4(d) (8) (vii) (811)		
4(d) (9) (811)		
4(d) (9) (i) (811)		

<u>4(d)(9)(ii)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>EXHIBIT NO.</u>		<u>COMPLETE</u>	<u>INCOMPLETE</u>	<u>MISSING</u>
<u>4(d)(9)(iii)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(d)(9)(iv)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(d)(9)(v)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(1)</u>		<u> </u>	<u> </u>	<u> </u>
<u>4(e)(1)(i)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(1)(ii)(A)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(1)(ii)(B)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(1)(iii)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(1)(iv)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(2)</u>		<u> </u>	<u> </u>	<u> </u>
<u>4(e)(3)</u>		<u> </u>	<u> </u>	<u> </u>
<u>4(e)(4)(i)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(4)(ii)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(4)(iii)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(4)(iv)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(4)(v)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(4)(vi)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(5)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(6)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>4(e)(7)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>5</u>		<u> </u>	<u> </u>	<u> </u>
<u>6(a)</u>		<u> </u>	<u> </u>	<u> </u>
<u>6(b)</u>		<u> </u>	<u> </u>	<u> </u>
<u>6(c)</u>		<u> </u>	<u> </u>	<u> </u>
<u>6(d)</u>		<u> </u>	<u> </u>	<u> </u>
<u>7(a)</u>		<u> </u>	<u> </u>	<u> </u>
<u>7(b)</u>		<u> </u>	<u> </u>	<u> </u>
<u>7(c)</u>		<u> </u>	<u> </u>	<u> </u>
<u>7(d)</u>		<u> </u>	<u> </u>	<u> </u>
<u>7(e)</u>		<u> </u>	<u> </u>	<u> </u>
<u>7(f)</u>		<u> </u>	<u> </u>	<u> </u>
<u>7(g)</u>		<u> </u>	<u> </u>	<u> </u>
<u>7(h)</u>		<u> </u>	<u> </u>	<u> </u>
<u>7(i)</u>		<u> </u>	<u> </u>	<u> </u>
<u>7(j)</u>		<u> </u>	<u> </u>	<u> </u>
<u>7(k)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>
<u>7(l)</u>	<u>(811)</u>	<u> </u>	<u> </u>	<u> </u>

NOTES:

1. Section 811 Only - Sponsors must provide **either** evidence of control of an approvable site (Exhibit 4(d)(1) through (7) **or** information on an identified site(s) (Exhibit 4(d)(9)(i) through (v)). Put N/A for whichever part of Exhibit 4d is not applicable to the application.
2. Section 811 Only - Exhibit 4(d)(8)(i) through (vii) applies only to applications in which the Sponsor requests an

3. Section 202 Only - For those Exhibits or parts of Exhibits that apply only to Section 811, put N/A in the column titled, "Complete".

1. ☐ To complete the application review, the following information must be requested from the Sponsor:

[illegible]

Comments: _____

Date _____