

# \*\*\*Practical Points\*\*\*

June 2012

From

## PMCS-ICAP

Services and Solutions for Properties of All Sizes

### Latest Update on PBCAs

Two-year contracts for PBCAs (Performance Based Contract Administrators) in the contested 42 states and territories are currently up for bid using the NOFA (Notice of Funds Availability) process. The following message was released on May 24, 2012 by Marie Head, Deputy Assistant Secretary for Multifamily Housing:

**“NOTICE: Protests of the PBCA NOFA have been filed with the Government Accountability Office (GAO). The protestors have requested that the Department suspend the NOFA application process pending a decision by GAO. The Department has determined that the NOFA application process will not be suspended. Applications are due not later than June 11, 2012, as specified in the first technical correction to the NOFA.”**

For the most current status of the PBCA NOFA, please go to this website:

[http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/housing/mfh/PBCA%20NOFA](http://portal.hud.gov/hudportal/HUD?src=/program_offices/housing/mfh/PBCA%20NOFA)

### Google Chrome

Some people are having problems accessing or updating certain screens within HUD’s Secure Systems (WASS). The common factor seems to be that these users have switched from Internet Explorer to Google Chrome.

HUD investigated making their systems compatible with Google Chrome. After testing, the developers found that the legacy systems would require major upgrades. It appears, at this time, that making Secure Systems completely compatible with Google Chrome is on hold.

Based on that information, if you are having problems with any of the HUD Systems, and you are using Google Chrome, you may want to switch back to Internet Explorer or Mozilla Firefox (temporarily or permanently) to see if that “fixes” the problem. (*Mary Ross graciously gave us permission to share this information with you.*)

### Your Check Won’t Be In The Mail After This Year!

Even the Associated Press (April 16, 2012) has gotten the word, and has sent out this warning of the March, 2013 deadline: “Starting next year, the check will no longer be in the mail for millions of people who receive Social Security and other government benefits.” Those “other government benefits” include veteran’s benefits, railroad pensions, and federal disability payments. Tax refunds are exempt, but the IRS is encouraging taxpayers to get their refunds processed electronically. This switch is supposed to save the government approximately \$120 million a year.

Please remind your residents about this change, so they can handle the transition from paper checks to electronic payments. For more information, go to: [www.GoDirect.org](http://www.GoDirect.org) or call this toll free number: 1-800-333-1975.

## Renewing Your CCR Certification

If you had a CCR number but have not renewed it, please note the following information from HUD's Theresa Fields:

“The owner/agent does not have to start the registration process over again. They should go to [www.ccr.gov](http://www.ccr.gov) and enter their “User ID and Password” (received when they first registered their DUNS number in CCR). Once entered, they will be asked if they would like to renew their registration. If they do not know their user ID or password, they should contact the CCR Help Desk at 866-606-8220, and they will assist them with registration renewal over the phone.”

When your CCR registration has expired, your DUNS number becomes inactive. An inactive DUNS number could cause potential problems for payments on vouchers or grants. However, CCR does provide multiple notifications prior to expiration of a registration. On their site, you can type “Notifications” in the search engine, and it will provide you with the different notifications sent prior to expiration. (i.e. renewal letters 30 days and 60 days prior to expiration, email, etc.)

## Another Curve Ball Coming With CCR

**On May 29, 2012**, the Central Contractor Registration (CCR) system was scheduled to go away. CCR, along with other systems, will be migrated into the new System for Award Management (SAM). SAM is combining eight federal procurement systems and the Catalog of Federal Domestic Assistance into one new system.

This may reduce the number of passwords you need to remember, reduce the number of systems you need to enter and interact with, and reduce data duplication by sharing the data across the lifecycle of your contract or grant award. To help you better understand how this will work, SAM training is available online. Please visit [SAM.gov](http://SAM.gov) for more information.

What does the transition to SAM mean for you? Here are answers to a few of your most pressing concerns:

### **I have a current CCR registration - What do I do?**

You do not need to do anything right away. When it's time to renew your current CCR registration, you will do it in SAM.

#### **• What will happen to my data?**

Your data will be migrated from CCR into SAM. It will be in SAM when you are ready to access it. When it's time to renew your registration, you will go to [SAM.gov](http://SAM.gov), create a simple SAM user account, and follow the online instructions to validate and update your information.

#### **• What if my registration expires close to the CCR-to-SAM transition?**

If your CCR registration was set to expire between May 15, 2012 and July 15, 2012, we are extending your expiration date by 90 days. You will receive an e-mail notification from CCR when we extend your expiration date. You will receive standard e-mail reminders to update your record based on this new expiration date. Those e-mail notifications will come from SAM.

#### **• What is the timeline for the CCR transition to SAM?**

The transition was planned for the Memorial Day weekend. CCR was shut down in order to successfully migrate the data into SAM. CCR's last business day was Wednesday, May 23, 2012. It will no longer accept new registrations or updates to current registrations. SAM went live on Tuesday morning, May 29, 2012.

#### **• When will CCR stop accepting new registrations or updates to current registrations?**

CCR stopped accepting data at 11:59 pm on Wednesday, May 23, 2012. No new registrations or updates to existing registrations can be submitted via CCR any more.

- **Where can I find more information about SAM?**

Training material and system overview briefings have been posted to [SAM.gov](http://SAM.gov) . Visit [sam.gov](http://sam.gov) to learn more.

## **e-Con Planning Suite: New Community Planning Technology**

In the past, HUD has required more than 1,200 cities, counties and states to undergo “a paper-based, time-intensive and costly planning process, as a condition of receiving billions of dollars in federal funding.” On May 7, HUD launched the new e-Con Planning Suite. According to HUD, this new approach will save 65,000 staff hours each year, and support communities with decision-making that will engage informed public participation and improve community and economic development outcomes.

“The eCon Planning Suite is designed to make the Consolidated Plan useful as more than a compliance and budget exercise, by integrating expanded community need, market data, and mapping capability into a new electronic planning template.” This will allow greater transparency. Several mayors and Development Councils have already responded to eCon, and their responses can be found with the release of this information.

The Release can be found at:

[http://portal.hud.gov/hudportal/HUD?src=/press/press\\_releases\\_media\\_advisories/2012/HUDNo.12-077](http://portal.hud.gov/hudportal/HUD?src=/press/press_releases_media_advisories/2012/HUDNo.12-077)

More information about the eCon Planning Suite can be found at:

<http://www.youtube.com/watch?v=NqZPDzx8cIM&feature=youtu.be>

## **Ex-Offenders in Affordable Housing**

In a HUD memo dated March 14, 2012, Secretary Shaun Donovan and Acting Assistant Secretary for Housing - Federal Housing Commissioner Carol J. Galante are asking that owners of HUD-assisted properties “seek a balance between allowing ex-offenders to reunite with families that live in HUD subsidized housing, and ensuring the safety of all residents of its programs”.

This may mean a change in the criminal screening portion of your Tenant Selection Plan. The memo further clarifies that an owner may consider “all relevant information, including factors that indicate a reasonable probability of favorable future conduct; for example, evidence of rehabilitation and evidence of the applicant family’s participation in (or willingness to participate in) social services such as counseling programs. Discretion is, however, afforded to each owner”.

HUD statutes and regulations still require owners to prohibit admission of people on state sex offender registries, and those who have been part of families evicted from assisted housing during the past three years for drug-related criminal activity.

However, you will want to review your criminal screening criteria to determine if it is more restrictive than it reasonably needs to be for your property. For example, denying an applicant household where any member has ever been convicted of a violent crime may rule out a 72-year old man convicted of battery in a bar fight when he was 19 years old.

For more information please review the memo, at

[http://www.nationalreentryresourcecenter.org/documents/0000/1344/3.30.12\\_MFamily\\_properties\\_Reentry\\_memo\\_6\\_2\\_.pdf](http://www.nationalreentryresourcecenter.org/documents/0000/1344/3.30.12_MFamily_properties_Reentry_memo_6_2_.pdf)

## **New HUD Deputy Secretary**

Maurice Jones has been sworn in as the Deputy Secretary of the U.S. Department of Housing and Urban Development, having been confirmed by the U.S. Senate on March 29, 2012. He is the second most senior official at HUD, and will manage the Department's day-to-day operations, a nearly 47 billion dollar annual budget and the agency's 8,900 employees. Secretary Donovan stated, "Maurice has one of the strongest public and private sector track records I've seen for building consensus and solving big problems. As we continue to confront our current housing challenges, HUD will certainly benefit from Maurice's intellect, his proven management experience and his great people skills."

Read more here:

[http://portal.hud.gov/hudportal/HUD?src=/press/press\\_releases\\_media\\_advisories/2012/HUDNo.12-070](http://portal.hud.gov/hudportal/HUD?src=/press/press_releases_media_advisories/2012/HUDNo.12-070)

## Celebrate Father's Day 2012

In a letter dated April 27, 2012 from Marie Head, Deputy Assistant Secretary for Multifamily Housing Programs, HUD is inviting all multifamily owners and agents to join the Department in celebrating **Father's Day 2012**. The event is suggested to take place on Saturday, June 16 – the day before Father's Day.

"The goal of these events is simple: reconnecting families and Dads. Studies of children's well-being have shown that more than 24 million children live apart from their biological fathers. When children live in households absent their fathers, they are more likely to experience economic hardship, to have lower educational achievement, and to have more behavioral problems. Your **Father's Day 2012** celebration could be the first step in re-connecting fathers and their children."

HUD suggests that you work with local federal agencies, nonprofits, churches, and local businesses to host your celebration. For more information please check: [www.hud.gov/fathersday2012](http://www.hud.gov/fathersday2012). If you would like to become more involved you can also contact Anthony Benjamin at (202)402-6661, or via email at: [Anthony.M.Benjamin@hud.gov](mailto:Anthony.M.Benjamin@hud.gov).

## Compliance Q & A

**Question:** A tenant inquired if her \$12,000 facelift will qualify as medical deduction. She said she had to do it for her mental well-being. It was not prescribed by her medical primary. Her son paid the down payment of \$7,000 and she is paying the balance at \$350/month. Mary Anne in New Jersey

**Answer:** Exhibit 5-3 in the 4350.3 specifically excludes cosmetic surgery as a medical expense.

**Question:** When I looked at my EIV New Hires report I saw that one of my tenants started working at the beginning of March. I called her into the office and she said, "Yes, I am working and have only received one paycheck which was only for a few hours." She said that when she got her first full paycheck she was going to let me know. Should I just use the one paystub, or third-party verify? Linda in New Jersey

**Answer:** Remind your tenants that they are required to let you know as soon as anyone becomes employed! You should use standard third-party verification with the employer, since the job is too new to use the required 4-6 current, consecutive pay stubs. Whenever you do use pay stubs, they must be accompanied by an EIV Income Report - which you won't have for a while, since income is reported to EIV quarterly.

## PMCS Services: Enjoy Peace of Mind!

### General Consulting

New to the industry or just want a helping hand with specific issues? Wish we were part of your staff? We're here for you when you need us. With a General Consulting Agreement, you can call or email whenever you need assistance with topics such as occupancy/eligibility issues, EIV or TRACS. Contact us for further details.

### Telephone Classes

Take your HUD Compliance knowledge to the next level. Delve deeper into the world of HUD topics – and pick up helpful hints to make your work easier and ensure compliance. Call us or visit our website for a current class listing.

### Private Classes for Associations, Management Companies and Contract Administrators

We provide high-quality training for owners/agents, property staff and CAs. Our classes can be customized to meet your specific needs. We offer both live and telephone private classes. If you have a company conference or educational series coming up within the next year, consider bringing PMCS in to conduct a full-day, half-day or 1-2 hour workshop session.

#### **Tell us what you'd like to see!**

We welcome your ideas for new class topics (or topics you'd like to see again)! Have you looked for training on a topic and didn't find it? Send your suggestions to [solutions@pmcs-icap.com](mailto:solutions@pmcs-icap.com) or call 315-451-2423.

#### **Our classes and seminars are presented by industry specialists:**

**Jeanette Claus, Bonnie Wilpon and Michael Alexander**

**Audio Class schedules and registration forms are available on our website at [www.pmcs-icap.com](http://www.pmcs-icap.com)**

**(Direct link to our class registration form at [www.pmcs-icap.com/telephone\\_schedule.html](http://www.pmcs-icap.com/telephone_schedule.html))**

**Classes are still only \$99.00 each – and if you register for 6 or more together, they're only \$89.00 each!**

### **Industry Organizations: Where We'll Be...**

June 12: **Rocky AHMA, WY State Meeting, Jackson:** Bonnie Wilpon: EIV  
June 13: **Rocky AHMA, Denver, CO:** Bonnie Wilpon: EIV  
September 19-21: **PennDel AHMA Conference, Dover DE:** Jeanette Claus  
July 19: **East Texas AHMA, Houston, TX:** Bonnie Wilpon: EIV  
July 22-24: **Real Page Conference, Las Vegas, NV:** Jeanette Claus  
August 6-7: **TRACS Industry Meeting, Washington DC:** Jeanette Claus and Bonnie Wilpon  
September 19: **SAHMA, Louisville, KY:** Bonnie Wilpon: EIV

### **For Further Information, Please Contact Us:**

**Solutions You Can Count On**

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