



STATE OF MICHIGAN

JENNIFER M. GRANHOLM MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

GOVERNOR

LANSING

KEITH MOLIN
EXECUTIVE DIRECTOR

Date: June 30, 2010
To: HPRP Lead Agencies
From: Janet Ierrer, MSHDA, Homeless Programs Manager
Subject: Homelessness Prevention and Rapid Re-Housing
Policy Bulletin No. 2

Household Income Calculation:

HUD will be monitoring MSHDA the first week of November and stated they will also visit a few of you since you are our sub-grantees.

As you know, MSHDA HPRP Specialists, Rose Meyer and Drew Mahan, have visited many Lead Agencies helping to ensure HPRP agency staff understand HPRP and are administering the program according to MSHDA's Policy and Procedures. During their visits, a small percentage of agencies were found to have errors in their household income calculations. This is an area of concern to the Authority and we request that HPRP grantees establish an internal monitoring process to assure that errors are identified and changes are made to avoid the error in the future.

MSHDA staff will be reviewing for program compliance on an ongoing basis. Where we find issues and as concerns are identified, MSHDA is committed to working with you in finding a solution. The MSHDA HPRP Specialist will work with agencies on a case by case basis to resolve errors in program compliance.

Grant Amendments:

Your HPRP grant agreement with MSHDA specifies the amount of money you projected to spend on prevention, rapid re-housing, and case management. If you are finding that you need to adjust these percentages to meet the needs of your community, e-mail your proposed changes to your MSHDA HPRP Specialist and Rose or Drew will work with you to amend the grant to meet your needs while staying within HPRP regulations. (Please be advised that you **cannot increase** Administrative Fees or HMIS Entry Fees.)

Foreclosure:

Homeowners losing their housing due to foreclosure and have proof of a Sheriff's Sale qualify for HPRP if they meet all of the program requirements and will become homeless but for this assistance. In addition, an individual/family residing in a rental unit that is being foreclosed upon qualifies for HPRP if they meet all of the program requirements and will become homeless but for HPRP; proof of the foreclosure must be obtained for their file. However, remember that HPRP is NOT a mortgage assistance program.

Condemned Housing:

Homeowners and renters living in condemned property are considered homeless and qualify for HPRP if they have proof of the condemnation, meet all HPRP guidelines, and will become homeless but for HPRP.

If you have any questions, contact your HPRP Specialists.

