



To: Real Estate Department Partners

Notice: **RED-24-35**

From: Real Estate Department

Date: June 26, 2024

Re: **HOME, HTF, CDBG Funds Management Updates – Form Revisions**

IHCDA has released revised Funds Management Setup and Closeout forms now available on the [IHCDA compliance webpage](#).

These forms were primarily updated to consolidate reporting data and eliminate redundancies across the multiple forms previously required. There has also been the creation of new forms for the HOME-ARP award type.

Effective Immediately, partners may begin utilizing the following forms:

- Setup – *(required if project is scattered site)*
 - CDBG OOR – Setup Report
 - HOME ARP Rental – Setup Report
 - HOME Rental – Setup Report
 - HTF Rental – Setup Report
- Closeout – *(required for all projects)*
 - CDBG OOR – Completion Report
 - HOME ARP Rental – Completion Report
 - HOME Rental – Completion Report
 - HTF Rental – Completion Report

Additionally, Form 7- Match Spreadsheet will remain required at Closeout for all projects where match requirements apply.

An updated *HOME, HTF, CDBG Program Manual* with revised language regarding Setup and Closeout form instructions (as well as other clarifications and edits) will be released via a future RED Notice in 2024.



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