



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

DEC 18 2012

Mr. Gilbert Walker
Executive Director
Housing Authority of the City of Columbia
1917 Harden Street
Columbia, SC 29204-1015

SUBJECT: Transmittal of FY2012 Choice Neighborhoods Planning Grant Agreement

Dear Mr. Walker:

Once again, congratulations on your selection to receive a FY2012 Choice Neighborhoods Planning Grant funding award. Your proposal is one of the best that embodies the goals of the Choice Neighborhoods program and shows your capacity to create a Transformation Plan to transform your selected neighborhood. This letter transmits your FY2012 Choice Neighborhoods Planning Grant Agreement.

The Office of Public Housing Investments (OPHI) and the Office of Multifamily Housing (Multifamily) will jointly administer your grant. Your Team Coordinator will be your primary HUD contact person as you implement your Choice Neighborhoods grant and will be available to answer any questions you may have. By now, your Team Coordinator has contacted you. The main OPHI telephone number is (202) 401-8812 and the fax number is (202) 401-2370 (these are not toll-free numbers). OPHI is located at the following address:

U.S. Department of Housing and Urban Development
Office of Public Housing Investments
451 Seventh Street SW, Room 4130
Washington, DC 20410

The selection of your organization for a Choice Neighborhoods grant does not necessarily mean endorsement of each detail of the plan proposed in your application. The OPHI and Multifamily staff will be working with you in the coming months to ensure that your Transformation Plan is fully developed, maximally effective, and legally and financially sound.

Grant Agreement

Enclosed is one copy of your FY2012 Choice Neighborhoods Planning Grant Agreement. This document memorializes the agreements made between you and your Co-Applicant(s) (if any), as the Grantees, and HUD, and incorporates all documents relating to the grant, including the FY2012 Notice of Funding Availability (NOFA), your application, and all subsequent documents. Please do the following:

1. Obtain a Board Resolution authorizing the Lead Grantee's Executive Director/executive officer to sign all three HUD-1044s, Assistance Award/Amendment.
2. The Executive Director/executive officer of the Lead Grantee signs and dates each of the three HUD-1044 forms ("Award Assistance/Amendment") in block 19 of the form. The 1044 serves as the coversheet to the Grant Agreement.

3. The Executive Director/executive officer for both the Lead Grantee and any Co-Grantee(s) (if any) must sign the signature page in the Grant Agreement document (see Article XXII). The signatures of the Executive Director/executive officer of the Lead Grantee and the Executive Director/executive officer of any Co-Grantee(s) should be provided on the same signature page (not separate signature pages).
4. Return the signed Grant Agreement, including the 1044s, a copy of the Board Resolution, and a copy of the Lead Grantee's and any Co-Grantee's code(s) of conduct to Ms. Leigh van Rij, (202) 402-5788, at the address provided earlier in this letter by no later than **Thursday, January 31, 2013**.

Once the Grant Agreement, copy of the Board Resolution, and copy of the code(s) of conduct are received by HUD, the Assistant Secretary for Public and Indian Housing will sign and date the final signature block on the signature page of the Grant Agreement (Article XXII), which will be the effective date of the Grant Agreement. The original will be kept by the Department and an executed copy will be returned to you to keep in your records and administer accordingly.

Choice Neighborhoods Guidance

Your Choice Neighborhoods Team Coordinator will be your primary source of guidance and information about your Planning Grant. In addition, on the Choice Neighborhoods web site (www.hud.gov/cn) HUD will be posting information about accessing LOCCS and valuable information on mixed finance development, procurement, and other technical areas. I urge you to familiarize yourself with the website and take advantage of the information posted there.

Drawdown of Funds

Once your Grant Agreement has been executed, you may request HUD to approve the release of funds. This will be accomplished through the approval of your Choice Neighborhoods budget. In accordance with the Grant Agreement, eligible costs for reimbursement include those incurred between the written notification of grant award and execution of your Grant Agreement. The official written notification date of your grant award is October 11, 2012, the date of your award letter. While submission of a budget is not required until January 31, 2013, if you would like to draw down funds before that, you may submit your Budget and Program Schedule in advance of that deadline. You must use the Choice Neighborhoods Planning Grants Budget form, Parts I and II (the Budget form). Part II must include a detailed description of the uses of the funds.

Once you have completed your budget, sign and date it and submit it to your Team Coordinator for review. When the budget request is approved, your Team Coordinator will return a signed copy to you for your files and will have the approved funds spread in LOCCS. At that point, they will be available for drawdown.

Authorization in LOCCS

In order to access grant funds, at least two staff members must be authorized for Choice Neighborhoods in LOCCS, HUD's grant payment system. Banking information also must be submitted to HUD. If you are not familiar with LOCCS, please refer to "Grantee Financial Instructions" which is posted on the Choice Neighborhoods website and which provides detailed information about LOCCS access, banking information, and completion of the Choice Neighborhoods voucher.

Expenditure of FY2012 Choice Neighborhoods Funds

FY2012 Choice Neighborhoods grants are subject to the requirements established under 31 U.S.C. § 1552. In accordance with this statute, **all FY2012 funds must be expended by September 30, 2019. However, the Planning Grant Agreement term is two years and funds are expected to be fully expended shortly after the end of the Planning Grant term.** Any funds that are not expended will be cancelled and recaptured by the Treasury and thereafter will not be available for obligation or expenditure for any purpose. Given the statutory requirement, Grantees are asked to comply with their Program Schedule, developed in accordance with the time periods for implementation established in the Grant Agreement, and as approved by HUD.

Again, congratulations. Applications for this Choice Neighborhoods grant were extremely competitive, and you should be proud of your accomplishment. Please extend my congratulations to your entire team. We look forward to working jointly with you and your partners in carrying out the transformation of severely distressed public and assisted housing, and we thank you for your participation in the Choice Neighborhoods Initiative.

Sincerely,

A handwritten signature in black ink, appearing to read "Dominique Blom", with a long horizontal flourish extending to the right.

Dominique Blom
Deputy Assistant Secretary
Office of Public Housing Investments