

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF FINANCIAL ASSISTANCE

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HCD HPRP Notice

Subject: Initial Performance Report (IPR) correction.	Notice #: 09-04
	Date Issued: 10-12-09
References: Homelessness Prevention and Rapid Re-Housing Program (HPRP)	Supersedes: N/A

To: All HPRP Subgrantees:

There was a small oversight when the instructions regarding the IPR were initially sent. We were interpreting the IPR Section 5 only to include estimates for the initial quarter—when in fact it was supposed to cover the entire contract period. We therefore did not instruct you to complete "IPR Section 5", as we should have. The projections for the entire contract period are necessary. Everyone should resend the entire report with the new data being requested in IPR Section 5, by **October 15, 2009**. Email your report to jjeremiah@hcd.ca.gov

You do not need to mail the original with signature, as we already have that.

Here is a link to the instructions for this form. The instructions can be found here:
http://hudhre.info/documents/QPR_Instructions.pdf

As "subgrantees", pages 6 through 14 are most relevant to completing Sections of the IPR and subsequent QPRs. Pages 13 and 14 will assist you in completing Section #5 of the IPR.

We should have been stated previously that the unique file name should not be altered. Please **DO NOT** change the file name. If you have already changed it please correct the file name to its original state. The file name should be a 5 digit number beginning with 10xxx or 11xxx.

Subgrantees to HCD will following the submission due dates:

<u>Report Type</u>	<u>Reporting Period</u>	<u>Due to HCD</u>	<u>HCD filing to HUD</u>
IPR	Sept. 11, 2009 thru Sept. 30, 2009	October 5, 2009	Oct. 10, 2009
QPR	Oct. 1, 2009 thru Dec. 31, 2009	Jan. 5, 2010	Jan. 10, 2010
	Jan. 1, 2010 thru March 31, 2010	Apr. 5, 2010	Apr. 10, 2010
	Apr. 1, 2010 thru Jun. 30, 2010	July 5, 2010	July 10, 2010
	July 1, 2010 thru Sept. 30,2010	Oct. 5, 2010	Oct. 10, 2010
APR	Oct. 1, 2009 thru Sept. 30, 2010	Oct. 30, 2010	Nov. 30, 2010

Sincerely,

Dan Apodaca, Manager
Homeless Operations Programs