

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF FINANCIAL ASSISTANCE**

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## HCD HPRP Notice

Subject: <b>Changes to Policy and Procedure for collecting Interest Earned on HPRP funds.</b>	Notice#: 28-12
	Date Issued: 3-13-12
	Supersedes: 22-11
References: <b>Homelessness Prevention and Rapid Re-Housing Program (HPRP)</b>	

To: All non-profit HPRP Sub-grantees:

This notice serves to replace HCD HPRP Notice 22-11, dated September 21, 2011; and applies specifically to sub-grantees that are non-profit organizations.

All non-profit subgrantees shall:

1. Continue to maintain all HPRP cash on hand in interest bearing accounts.
2. Report and Remit all interest earned annually directly to:

**Department of Health and Human Services (HHS)**

**Payment Management System**

**P.O. Box 6021**

**Rockville, Maryland 20852**

Or

**To the HHS Payment System through an electronic medium such as the FEDWIRE Deposit system.**

A bank statement identifying the amount of interest earned shall be attached to each Interest Earned Remittance Form.

Submit only a copy of all your documentation for interest earned to:

**CA Department of Housing and Community Development**

**Homeless Programs**

**1800 3<sup>rd</sup>, Room 390-4**

**Sacramento, CA 95811**

3. All interest earned shall be remitted 30 days from the reporting dates below.

Period

1-1-12 thru 9-10-12

(Interest earned through 12-31-11 has already been submitted to HCD)

Sincerely,

*Dan Apodaca*

Dan Apodaca, Manager  
Homeless Operations Programs