

U.S. Department of Housing and Urban Development
PUBLIC AND INDIAN HOUSING

Special Attention of: Transmittal Guidebook No.: 7485.3 G

Public Housing Agencies; Indian
Housing Authorities; Directors
Offices of Public Housing;
Administrators, Offices of
Native American Programs

Issued: October 3, 1996

1. This Transmits

The Comprehensive Grant Program Guidebook 7485.3 G, dated 10/96.

2. Explanation of Materials Transmitted:

This Guidebook provides instructions, guidance and processing procedures for use by HUD Field Offices, including Offices of Native American Programs, Public Housing Agencies (PHAs) and Indian Housing Authorities (IHAs), residents, and other interested parties involved in the modernization of Public and Indian Housing under the Comprehensive Grant Program (CGP). The CGP allocates modernization funds to PHAs that own or operate 250 or more units.

3. Appendices: Appendices, including sample forms, are set forth in accordance with the related Chapter.

4. Cancellation: The CGP Handbook 7485.3, dated 3/92.

5. Forms Alert: All revised forms will be separately distributed to PHAs and HUD Field Offices.

6. Data Resources: The Integrated Business System (IBS).

7. Additional Copies: Additional copies of the Comprehensive Grant Program Guide 7485.3 G, dated 10/96, are available from the HUD Direct Distribution Center at 1-800-767-7468.

Acting Assistant Secretary for
Public and Indian Housing

PT: Distribution: W-3-1, R-3-1(PIH), R-6, R-7, R-9, 138-2, 138-7
U.S. Department of Housing and Urban Development
PUBLIC AND INDIAN HOUSING

7485.3 G

COMPREHENSIVE GRANT
PROGRAM GUIDEBOOK
OCTOBER 1996

U.S. Department of Housing and Urban Development
PUBLIC AND INDIAN HOUSING

Special Attention of:
Public Housing Agencies; Indian
Housing Authorities; Regional
Administrators; Regional Public
Housing Directors; Field Office
Managers; Public Housing
Division Directors; OIP Managers

Transmittal Handbook No.: 7485.3

Issued: March 18, 1992

1. This Transmits

The Comprehensive Grant Program Handbook 7485.3, dated 3/92.

2. Explanation of Materials Transmitted:

This Handbook provides instructions, guidance and processing procedures for use by HUD Regional and Field Offices, Public Housing Agencies (PHAs) and Indian Housing Authorities (IHAs), residents, and other interested parties involved in the modernization of Public and Indian Housing under the Comprehensive Grant Program (CGP). The CGP allocates modernization funds to PHAs/IHAs that own or operate 500 or more units beginning in Federal Fiscal Year (FFY) 1992 (250 or more units beginning in FFY 1993).

3. Appendices: Appendices, including sample forms, are set forth in accordance with the related Chapter.

4. Cancellation: None.

5. Forms Alert: All new forms will be separately distributed to PHAs and HUD Regional and Field Offices.

6. Data Resources: For PHAs, the System for Management Information Retrieval for Public Housing (SMIRPH). For IHAs, the Management Information Retrieval System (MIRS).

Assistant Secretary for Public and Indian Housing

Handbook 7485.3

Program Participants
and Departmental Staff

Comprehensive Grant Program

March 1992

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

COMPREHENSIVE GRANT PROGRAM

FOREWORD

The Comprehensive Grant Program is a powerful tool that is available to Public Housing Agencies and Indian Housing Authorities (PHAs/IHAs) in correcting the deficiencies present in their stock. This Handbook provides a complete review of the Program by serving as a one-stop source document that includes the statute, the regulation and guidance material. It begins with the statute and the regulation since these documents are the primary structures of the Program from which all requirements derive. The statute provides the legal authorization and description of the Program. The regulation is the document which implements the statute. The Handbook provides a restatement of the regulation in more conversational language with examples, additional administrative and procedural requirements, and guidance/advice to assist PHAs/IHAs, residents, other interested parties, and HUD staff.

The Handbook is organized by chapter headings to delineate clearly PHA/IHA responsibilities vs. HUD responsibilities. Use of the words "shall, should, and may" distinguish between what is required and what is suggested.

The reader is advised that no document can be all-inclusive. While the Department has attempted to cover as broad a spectrum as possible in considering the examples, clearly there will be situations which arise that have not been addressed. To that extent, the Department urges the reader to discuss those situations with HUD staff so that the Department may work towards a solution that, to the extent possible, addresses the specific situation. It is anticipated that the Handbook will be revised as operational experience is gained and, therefore, constructive feedback is welcomed.

Copies of the statute, Section 14 of the U.S. Housing Act of 1937, as amended, and the regulation, 24 CFR Part 968, Public Housing Modernization, Subpart A, General, and Subpart C, Comprehensive Grant Program, for PHAs and 24 CFR Part 905, Subpart I, for IHAs immediately follow the Table of Contents.

W-3-1, W-2(H), W-3(H), R-1, R-2, R-3, R-3-1(PIH),