



OFFICE OF HOUSING

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-8000

Mr. Leo Vasquez
Chairman
Texas Department of Housing and Community Affairs
P. O. Box 13941
Austin, TX 78711-3941
Dear Mr. Vasquez:

**SUBJECT: Fiscal Year (FY) 2019 Project Rental Assistance (PRA) of Section 811
Supportive Housing for Persons with Disabilities Program Preliminary
Award Letter**

Rental Assistance Number: TX59RDD1901
Administrative Costs Number: TX59DRD1901
Grant Award Amount: \$6,982,087.00
Rental Assistance Grant Amount: \$6,423,520.00
Administrative Cost Grant Amount: \$558,567.00
Number of Units: 140

I am pleased to provide the Cooperative Grant Agreement documents for your review and execution for the award of funds under the FY 2019 PRA Notice of Funding Availability (NOFA) round. The Cooperative Agreement includes program guidelines and any special conditions or requirements.

Please carefully review the documents before deciding to accept or decline this award. If you have any questions, a teleconference meeting can be scheduled to address any concerns you may have.

If you choose to accept this award, please insert the date on page two of the Cooperative Agreement, complete the necessary information on the signature page, and return the signed document via email no later than 30 days from the date of this letter. Furthermore, if you have comments and/or concerns or plan to submit the Exhibit 12 Grantee Addendum to the Cooperative Agreement, Applicants are required to participate in the Cooperative Agreement negotiation process, (see the attached Cooperative Agreement Negotiation Process Instructions). In cases where an extension of time is needed for agency review or to secure the appropriate signatures and approvals, please contact HUD within 5 days from the receipt of this letter to request an extension. If you elect to decline this award, please reply in writing no later than 30 days from the date of this letter. Please submit the executed Cooperative Agreement, extension requests, or other responses via email to PRAContracts@hud.gov.

www.hud.gov

espanol.hud.gov

In order to complete the necessary steps to make funds available, you must also submit a completed SF-1199A Direct Deposit Sign-up Form designating the appropriate banking institution and account number where the funds will be wired; a copy of a voided check to confirm account and bank information; and a [SAM.gov](https://sam.gov) screen print showing an active DUNS number. Upon receipt of these documents, HUD staff will expeditiously complete the processing to make the administrative funds available in the Line of Credit Control System (LOCCS) and the rental assistance funding available through the Tenant Rental Assistance Certification System (TRACS). A copy of the final Cooperative Grant Agreement signed by HUD will be returned to you for your records. Thank you for interest in the Department's program. We look forward to working with you as you implement this program. If you have any questions, please contact Andrea Hendricks, Program Analyst, at Andrea.C.Hendricks@hud.gov.

Sincerely,

Belinda Koros
Director
Assisted Housing Oversight Division

Enclosures

Cooperative Agreement Negotiation Process Instructions

Here are the steps in the Negotiation of the Cooperative Agreement. This process is only for those grantees who plan to submit an Exhibit 12.

- HUD will review the Grantee's Exhibit 12 for comments, questions, and/or concerns. PRA Staff will aggregate those comments and questions requiring legal review and submit them to program counsel. If the comments or questions are of a policy nature HUD staff will make a determination at the program office level. HUD will not negotiate on the Program Guidelines of the Cooperative Agreement.
- HUD will contact each Grantee's lead and schedule a one-hour conference call.
- During the call, HUD will discuss the Applicant's proposed Exhibit 12 and the concerns that need to be addressed and the comments and/or concerns regarding the Cooperative Agreement.
- As a result of the call, HUD may request revisions to the Grantee's Exhibit 12 or HUD and the Applicant may agree that the Cooperative Agreement should be amended. The Grantees will send HUD their revised Exhibit 12 or amended terms within 14 days after the negotiation call.
- HUD will review the Applicant's Exhibit 12 and/or amended terms. HUD will draft the amended section of the Cooperative Agreement. If necessary, HUD will send the amended section of the Cooperative Agreement to Housing-OGC for their review and approval.
- After Housing-OGC's review, HUD will send the final award letter and the Cooperative Agreement to the Grantee for signature.
- In cases where HUD cannot successfully conclude negotiations with a Grantee or the Grantee fails to provide HUD the requested information on the 90th day, a final award will not be extended to that Grantee. In this instance, HUD reserves the right to select another applicant in accordance with the selection process identified in the Section 811 PRA NOFA.