

**HCV Program Financial Management & Accounting Basics**  
**HUD Webcast**  
**November 3, 2009**  
**2 p.m. – 5 p.m.**

How the HCV Program Is Funded

- HAP Funding
  - o The Basics of the Funding Formula
  - o The Role of NRA In Funding HAP
  - o Restrictions on the Use of HAP Funds & NRA
  
- Administrative Fee Funding
  - o How PHAs Are Paid to Administer the Program
  - o How Unrestricted Assets Are Accumulated
  - o Restrictions on the Use of Admin Fees & Unrestricted Assets

Basic Elements of HCV Program Financial Management

- The Importance of Program Budgets & Monitoring Spending
  - o Budgeting & Monitoring HAP Spending
  - o Budgeting & Monitoring Admin Fees & Spending
- VMS Reporting
  - o Review of Requirements
  - o Common Errors PHAs Make When Reporting VMS Data
- Methods PHAs Can Use to Charge Indirect Costs to the HCV Program
  - o Traditional Indirect Cost Plans
  - o Fee-for-Service

Year-end Financial Reporting Basics

- Requirements
- Differences Between the VMS and FASS Reporting
- Understanding the HCV Program Equity Accounts
- Common Errors/Issues With PHA Reported FASS Data