

Federal Cash Transactions Report ONAP

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

OMB Approval No. 2577-0218 (exp. 05/31/2009)

(See Instructions on the back)

1. Federal sponsoring agency and organizational element to which this report is submitted

2. Recipient Organization		4. Federal grant or other identification number	5. Recipient's account number or identifying number
Name			6. Last payment voucher number
Number and Street			
City, State and Zip Code		Give total number for this period	
		7. Payment vouchers credited to your account	
		8. Period covered by this report	
3. Federal Employer Identification Number (TIN)		From (month, day, year)	To (month, day, year)
9. Status of Federal Cash (See specific Instructions on back)	a. Cash on hand at beginning of reporting period		\$
	b. Line of credit withdrawals		
	c. Treasury check payments (if applicable)		
	d. Total receipts (Sum of lines b and c)		
	e. Total cash available (Sum of lines a and d)		
	f. Gross disbursements		
	g. Federal share of program income		
	h. Net disbursements (Line f minus line g)		
	i. Adjustments of prior periods		
	j. Cash on hand end of period		\$
10. The amount shown on Line 9j. above represents cash requirements for the ensuing days	11. Other Information		
	a. Interest income		\$
	b. Advances to sub-grantees or subcontractors		\$

12. Remarks (Attach additional sheets of plain paper if more space is required.)

13. **Certification**

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1001, 1012; 31 U.S.C. 3729, 3802)

I certify to the best of my knowledge and belief that this report is true in all respects and that all disbursements have been made for the purpose and conditions of the grant agreement.	Authorized Certifying Official	Signature	Date Report Submitted
		Typed or printed name and title	Phone (Area code, number, extension)

This space for agency use

This information is being collected to ensure compliance with 24 CFR 85.41 which details financial reporting requirements of the Indian Housing Block Grant (IHBG) recipients. The information used is to monitor cash advances and obtain disbursement information related to each grant. The public reporting burden for this collection is estimated to average 2 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond, to a collection of information unless that collection displays a valid OMB control number. Assurances of confidentiality are not provided under this collection.

Form HUD-272-I, Reporting Requirements for the Native American Housing Assistance and Self-Determination Act of 1996

Instructions

Type or print legibly.

It is believed that you will find it easier to report on funds if you submit a separate HUD-272-I for each of the following programs:

each open Indian Housing Block Grant,

unobligated funds from the United States Housing Act of 1937 ('37 Act) programs (which include but are not limited to Comprehensive Improvement Assistance Program, Comprehensive Grant Program, Traditional Indian Housing Development, operating subsidy, etc.) for **each** open project that was included in the Indian Housing Plan. In other words, for each '37 Act grant that is still open, and for which a HUD-272-I is required, please report separately (submit a separate HUD-272-I) on the funds expended from that grant. Interest income and program income should be applied to the appropriate grant.

No. Entry

1. Enter the name and address of the Area Office of Native American Programs (ONAP) to which this report is submitted.
2. Enter the name and address of the recipient of Indian Housing Block Grant funds (tribe or Tribally Designated Housing Entity (TDHE)).
3. Enter the Employer Identification Number (EIN) assigned to the recipient by the U.S. Internal Revenue Service. If the recipient submitting the HUD-272-I is the TDHE, the TDHE's EIN number should be entered here. This is also known as the Taxpayer's Identification Number (TIN).
4. Enter the grant number assigned by HUD (line 5 of form HUD-52734-B) for IHBG funds.
If the HUD-272-I is used to report on unobligated funds from United States Housing Act of 1937 ('37 Act) programs that were included in the Indian Housing Plan, enter the project number assigned when the project was approved. This project number can be found on the old Annual Contributions Contract (ACC).
5. This line is optional; it is reserved for an account number or other identifying number that may be assigned by the recipient.
6. Enter the nine-digit number of the last voucher processed in the Line of Credit Control System (LOCCS)/Voice Response System (VRS).
7. Enter the total number of vouchers for which funds were drawn down or disbursed from HUD for or during this reporting period.
8. Enter the start and end dates (month, day and year) for this report. The HUD-272-I is due on a quarterly basis and must be submitted to the Area ONAP within 15 working days of the end of each quarter (i.e., January 22nd, April 21st, July 21st and October 20th).
- 9a. Enter the total amount of HUD cash on hand for this grant at the beginning of the reporting period. This includes all of the HUD funds on deposit, and imprest funds (a loan or advance of funds).
(note: This is cash drawn down but not spent, and includes funds drawn down for investment purposes. This does not include interest income or other program income. This is IHBG or '37 Act funds for this grant, not funds on hand for other HUD programs or other TDHE funds (such as proceeds of sale, operating reserves, income from units developed under '37 Act, etc.).
- 9b. Enter total amount of HUD funds for this grant received through LOCCS that were credited to your account during the reporting period.
- 9c. If for some reason the grant funds were not deposited to the recipient's account via wire transfer, enter the amount of the Treasury check here. Treasury checks will be issued only in rare cases (for example, when a recipient is not set up to receive funds through LOCCS).
- 9d. Total of 9b + 9c (which equals all funds received during reporting period for this grant).
- 9e. Total amount (9a plus 9d) available for expenditure (includes amount held in bank and in investments).
- 9f. Enter the total cash disbursements related to the use of funds for this grant made during the reporting period.
Such disbursements include the use of cash received as program income and as interest income. Disbursements as used here also include the amount of advances and payments less refunds to sub-grantees or contractors; the gross amount of direct salaries and wages, including the employee's share of benefits if treated as a direct cost, interdepartmental charges for supplies and services, and the amount to which the recipient is entitled for indirect costs.
Disbursements related to non-HUD programs should not be reflected on this line.
- 9g. Enter the HUD share of program income that was required to be used on the project or program by the terms of the grant or agreement.
- 9h. Enter the total of line 9f minus line 9g.
- 9i. Enter the amount of all adjustments pertaining to prior periods affecting the ending balance that have not been included in any lines above. Enter an explanation for each adjustment under item 12. Use plain sheets of paper if additional space is required.
- 9j. Enter the total amount of HUD cash on hand at the end of the reporting period (total of line 9e, minus 9h, plus or minus line 9i). This amount should include all funds on deposit (including investments), imprest funds, and undeposited funds for this quarter.
If the total is a negative amount, provide an explanation in item 12.
10. Enter the estimated number of days until the cash on hand, shown on line 9j, will be expended. If more than three days cash requirements are on hand, provide an explanation under item 12 as to why the drawdown was made prematurely, or other reasons for the excess cash. For example, if any funds are drawn down for investment purposes, then item 12 should include the amount of funds that have been invested and the length of time the funds have been invested and/or the length of time the funds will be invested.
- 11a. Enter the amount of interest earned on advances of HUD funds (that is interest earned in this quarter). This includes all interest earnings from investments or other sources.
- 11b. Enter the amount of advances or payments to sub-grantee(s) and/or subcontractor(s) included in item 9h.
12. In addition to providing explanations as required for lines 4 through 11b, this section may also be used to provide additional information that HUD or the recipient deems necessary. Use plain sheets of paper if additional space is required.
13. This section must be signed and dated by the recipient's authorized certifying official. The certification must include the official's printed or typed name, title and telephone in the spaces provided.