



Service Coordinator Grant Renewal Guidance 2021

LeadingAge Q&A Calls with HUD

March 2021

On February 19, HUD released Service Coordinator grant renewal guidance for Calendar Year 2021. To address LeadingAge senior housing provider member questions, HUD staff overseeing grants at the Headquarter and MFH Regional levels joined member calls in early March, 2021.

Below send any further questions or unresolved Service Coordinator issues to jbilowich@leadingage.org and consider joining the LeadingAge [Services and Service Coordination Workgroup](#).

1. **LeadingAge Question: What are the main points of the 2021 Service Coordinator grant renewal guidance that HUD released in late February?**

HUD Answer: Under a streamlined renewal option, grantees can submit a renewal without the budget form. HUD will renew grants at last year's number plus a 1.3% cost-of-living increase. Any additional increases will be discussed with specialist, and budget adjustments can be made later using the amendment process.

2. **What types of grants does the renewal guidance apply to?**

Three grant types are up for renewal:

- Service Coordinator Grants
- Congregate Housing Grants
- IWISH Grants

3. **We really appreciate the timeline of key dates. Could you go over the main points of the timeline? When can I expect the funding disbursements, and how should I cover costs in the meantime?**

June will be the earliest timeframe for disbursement. Properties may be able to borrow from replacement reserves and residual receipts. Talk to your account executive about this. If you are having issues working out a solution with your asset manager in finding solutions, please contact jbilowich@leadingage.org.

4. **The notes section of Grant Solutions is not working for us to access the renewal guidance. Is there a solution?**

HUD is aware of this. Switching to "classic view" in GrantSolutions will solve this issue.

5. **For the streamlined option with an automatic %1.3 COLA, is that for the entire Service Coordinator budget, or is that just an increase on salary?**

This is applied to the Service Coordinator budget, including salary and fringe benefits, quality assurance, and indirect costs. The grant will receive a 1.3% increase by submitting under the streamlined option, which is quicker than the full renewal. Address any additional requests for funds to your grant specialist, and these will be addressed on a case-by-case basis. Amendments can be made later during the amendment process.

6. Can you elaborate on the 10% of the RSC grant budget that can be used for Quality Assurance?

A project may propose a cost of 8-10 percent of the service coordinator salary to provide limited monitoring oversight of the service coordinator by a qualified third party. The project must provide a written justification along with the budget. Current salaries of in-house staff may not be augmented for this purpose. More information about this can be found in Chapter 8 of the 4381.5.

7. Properties in other regions have received proactive guidance from their HUD counterparts about the ability to access reserves and how long we will have access to them while we wait for our Service Coordinator funds.

While some HUD MFH regions have sent proactive guidance on Reserve draws to cover expenses, housing providers should expect a standard approach by HUD, with approvals made on a case-by-case basis.

8. Are we able to apply for funding if we were previously self-funding our Service Coordinator, and if so, how would we approach this? What are general options to get access to a Service Coordinator?

New funds for new service coordinators would come out in a NOFA. Applications for new service coordinators is currently closed, the current guidance applies only to renewals. HUD supports budget-driven Service Coordinators – talk to your HUD counterparts to gain approval.

9. What steps is HUD taking to improve communication between housing providers and grant specialists? Who should I escalate my Service Coordinator issues to if my grant specialist is not responsive?

This has been a focus for some HUD MFH regions during the last year and continues to be a focus. Communication with the client is customer service, and this should be timely and clear. HUD realizes that there were some difficult situations in the past, and it may still occur today. If you are not getting answers from your grant specialist, reach out to jbilowich@leadingage.org.

10. Have all of the CARES Act payments for Service Coordinators been sent out?

Mostly, the money should be in eLOCCS and folks have already drawn some of this down. There are some who have not yet submitted spending plans, and without those, the vouchers won't come through. If there are individuals have not gotten this money flowing yet, the next step may be on them. 60% of the portfolio overall did not request funds. This seems low. There is still funding available, so there will likely be a third round of funding. How this plays out, we don't know yet.

11. What happens to a budget-based SC when you convert to a RAD for PRAC?

Here is HUD's understanding of how Service Coordination will work after a RAD conversion:

- Grant Funded SC where PRACS convert to RAD PBRA will be eligible to continue with the SC Grant program.
- Grant Funded SC where PRACS convert to RAD PBV **will not** be eligible to continue at their next renewal of grants funds.
- Budget Driven / Owner paid SC will continue to operate and be paid out of the owner's budget after conversion to PBRA or PBV

12. Can you tell us about the \$15 per unit per month services fee that is allowable?

This services fee is authorized for Section 202 communities and is separate from the Service Coordinator program. Members are encouraged to talk with their Account Executives about this option, and to send issues to jbilowich@leadingage.org. More information from HUD is forthcoming.