



**National Self-Help Housing
Conference 2020
Albuquerque, New Mexico**

**Wednesday, 2/5/2020
1:45 to 3:15 PM**

**Best Practices
Roundtable
Financial
Management**



Welcome!

Your Facilitator:

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...but it's really all about YOU!...

- What are you working on right now?
- What are your financial struggles or concerns?
- What are your successes?
- What do you ***really*** want to talk about?

Our Agreement Today

- This is a safe room for discussion
- Step up & step back
- We're watching the clock

Objectives

1. To discuss ***Best Practices*** in Self-Help Housing financial management
2. To connect you with one another

Objectives cont.

3. To have fun with finance!



FUN cont.



...so what's with the play money?

Question #1

How many check signers are required to sign checks for 523 grant funds?

Answer #1

RD Instruction: 1944.411(g)

...”the grantee has established an interest bearing checking account on which at least two bonded officials will sign all checks...”

Get to Know Your Neighbor





523 Grant Management



Self-Help HOUSING

Building Homes • Building Dreams

Question #2

True or False: Construction costs can be paid with 523 self-help grant funds

Answer #2

RD Instruction: 1944.406(a)

“Prohibited use of grant funds.

(a) Hiring personnel specifically for the purpose of performing any of the construction work for participating families in the self-help projects.”

523 Grant Management



Self-Help HOUSING

Building Homes • Building Dreams

502 Bookkeeping



Question #3

When requesting funds from the 502 borrower accounts, the grantee should submit to RD what 3 things?

Answer #3

RD 1944.425(b)

When requesting funds from the 502 borrower accounts, the grantee should provide RD with clear documentation of the expenditures due. This should include a coversheet detailing the current charges due from the borrower as well as copies of corresponding invoices. The coversheet should be signed by both the grantee and the participating family before it is submitted to the RD for processing.

502 Bookkeeping



Financial Reporting / Budgeting



Question #4

True or False: The submission of budget form SF-424-A is sufficient for an established grantee during application for their next self-help housing project.

Answer #4

RD 1944.410(a) (3)

A current (no more than 12 months old) dated and signed financial statement showing the amounts and specific nature of assets and liabilities together with information on the repayment schedule and status of any debt owed by the applicant...the organization's most recent audit report will be provided...

Financial Reporting / Budgeting



Accounting Policies & Procedures



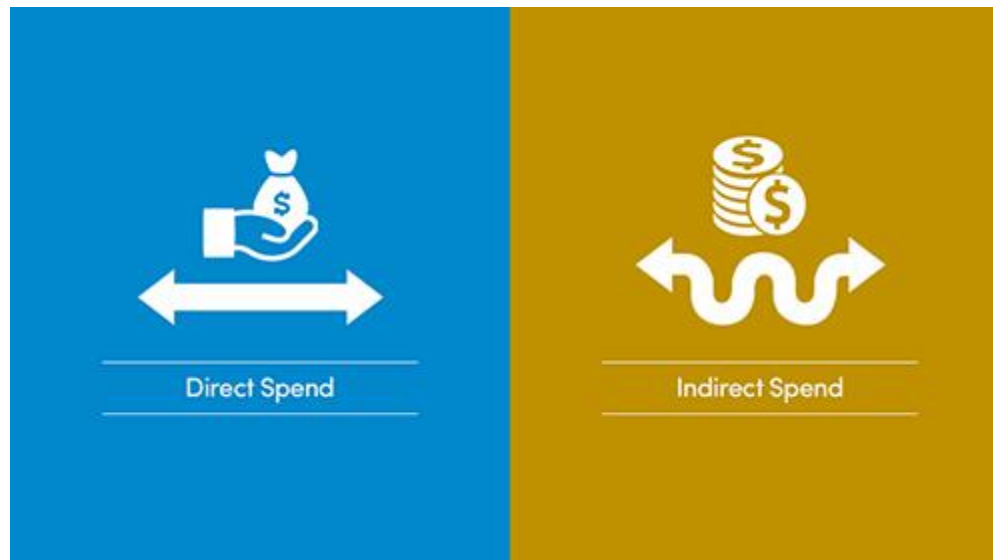
Question #5

Best practices question – How often should your organization's policies and procedures be updated?

Accounting Policies & Procedures



Indirect / Cost Allocation



Question #6

If you currently have an indirect rate assigned by your cognizant agency, can you switch to the 10% de minimis rate?

Answer #6

OMB Uniform Guidance 200.414(f)
Title 2 Part 200

(f) ...”any non-Federal entity that has ***never*** received a negotiated indirect cost rate,...may elect to charge a de minimis rate of 10% ...”

Indirect / Cost Allocation





Resources

e CFR 2 200

aka Uniform Guidance



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Electronic Code of Federal Regulations
e-CFR

Related Resources

The Code of Federal Regulations (CFR) annual edition is the codification of the general and permanent rules published in the Federal Register by the departments and agencies of the Federal Government produced by the Office of the Federal Register (OFR) and the Government Publishing Office

Electronic Code of Federal Regulations

e-CFR data is current as of **January 29, 2020**

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[TITLE 2—Grants and Agreements](#)

[Subtitle A—OFFICE OF MANAGEMENT AND BUDGET GUIDANCE FOR GRANTS AND AGREEMENTS](#)

[CHAPTER II—OFFICE OF MANAGEMENT AND BUDGET GUIDANCE](#)

[PART 200—UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS](#)

[Subpart A—ACRONYMS AND DEFINITIONS](#)

ACRONYMS

§200.0	Acronyms.
§200.1	Definitions.
§200.2	Acquisition cost.
§200.3	Advance payment.
§200.4	Allocation.
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§200.6	Auditee.

Resources

RD Instruction 1944i

RD Instruction 1944-I
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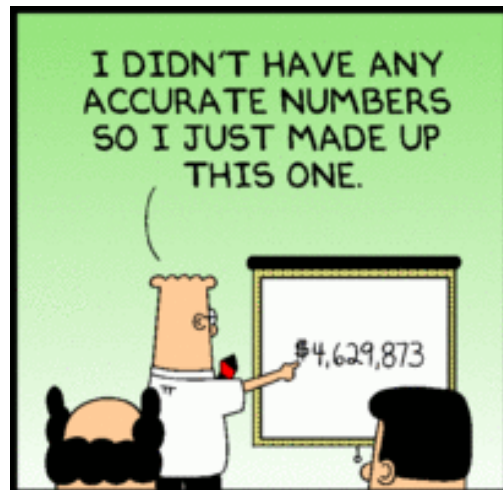
Part 1944 - HOUSING

Subpart I - Self-Help Technical Assistance Grants

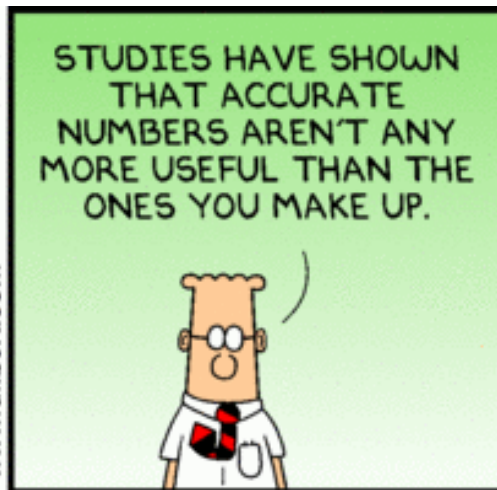
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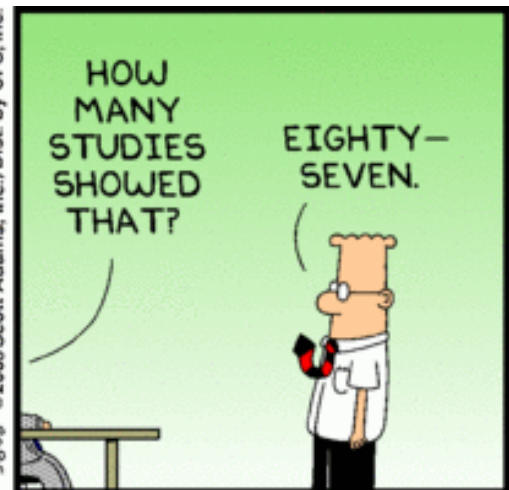
Email sbowley@rcac.org if you would like a comparison review of the previous 1944i to the new changes effective 12-12-19



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Reach Out & Stay Connected

