

**COVID-19 Supplemental Payment Requests****Due April 26 by 11:59 p.m.****New email submission address: [mn-csp@state.mn.us](mailto:mn-csp@state.mn.us)**

On April 13, 2021, the United States Department of Housing and Urban Development (HUD) Office of Housing published [Housing Notice H-2020-11](#), “Continued Availability of Funds for COVID-19 Supplemental Payments (CSPs) for Properties Receiving Project-Based Rental Assistance under the Section 8, Section 202 or Section 811 Programs.” HUD is making CARES Act funds available to offset property expenditures to combat the effects of COVID-19.

The supplemental payments may cover costs incurred between **December 1, 2020 - March 31, 2021** related to:

- Additional cleaning and disinfecting services and supplies,
- Additional staff to address COVID-19 related needs, and
- Increased costs for supplies, Personal Protective Equipment (PPE) and other expenses to help keep properties safe for residents.

For properties in Minnesota Housing’s Section 8 Portfolios (both TCA and PBCA), please submit your questions and CSP Requests to [mn-csp@state.mn.us](mailto:mn-csp@state.mn.us).

**What You Need to Know:**

- There are now **three time frames**: March 27 - July 31, 2020, August 1 - November 30, 2020 and December 1, 2020 - March 31, 2021.
- If you applied for the first round (March 27 - July 31, 2020) of CSP, you are eligible **ONLY** for the time frames of August 1, 2020 - March 31, 2021.
- If you applied for the second round (August 1 - November 30, 2020) of CSP, you are eligible **ONLY** for the new time frame of December 1, 2020 - March 31, 2021.
- If you have not applied for **ANY** CSP funds, you can submit a HUD 52671-E claim for the time frame of March 27, 2020 - March 31, 2021.
- If you are applying for **ALL** time frames and your total claim amount is **UNDER** the Tier I cap (see below), you can submit a HUD 52671-E claim on one form.
- If you are applying for **ALL** time frames and your total claim is **OVER** the Tier I cap, you will need to submit a separate HUD 52671-E claim for each time frame.
- [HUD Form 52671-E](#) has been updated to include the time frame changes.

**There are Two Tiers of CSP Requests that Properties May be Eligible for:****Tier 1**

Payments are standardized and are primarily intended to help offset costs for COVID-19 prevention and preparation:

- \$2,000 base amount per property, plus \$60 per assisted unit,
- \$1,000 additional per property allowance for properties specified to house elderly residents, and
- Up to \$3,000 additional allowance for properties with a budget-based service coordinator program.

**Tier 2**

Owners may request larger sums under “Tier 2 Exceptional Cost Payments” to address cost increases associated with responding to reported COVID-19 outbreaks among property residents or in response to extensive community exposure that creates a greater threat to the health and safety of residents within the community.

- Other factors in the threshold calculation for Tier 2 payments include elderly designations, Service Coordinator funding, number of assisted units, surplus cash, MOR/REAC scores and timely voucher submissions.
- Owners may submit only one claim request per property (not contract), to include all eligible expenses.
- Complete claim submissions will include a completed form [HUD Form 52671-E](#) and paid receipts for items owners expended due to COVID-19 during HUD’s timeframe (if the amount exceeds the Tier I threshold).

**All claim submissions MUST be emailed directly to [mn-csp@state.mn.us](mailto:mn-csp@state.mn.us) at Minnesota Housing for processing and MUST be received by 11:59 p.m. on Monday, April 26, 2021.** Incomplete claim submissions must be corrected within two business days or will be rejected.

[www.mnhousing.gov](http://www.mnhousing.gov)

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