



# Products & Services Update

January 28, 2019

**TO: All Members**

**SUBJECT: AHP Online System Updates Complete – New System Guides Now Available**

Updates to the Affordable Housing Program (AHP) Online system are now complete, and the system is available for AHP users to manage project disbursements and extensions. The updates did not affect the overall look, feel or function of the system. Users will, however, benefit from improvements in system tasks – such as compliance functions and homeowner income calculations – for projects approved in 2019 and beyond.

## **New Guides Available for Existing Projects**

Processes for managing existing projects – those approved prior to Dec. 31, 2018 – have changed slightly. New guides and forms are available through the [“AHP Forms and Resources”](#) link, which is located on the AHP webpage. The guides will help members and sponsors manage the following activities for existing projects:

- Disbursements
- Project extension requests
- Semi-Annual Progress Reports
- Project Completion Reports

Additional guides will be available later this year to help users apply for AHP funding and manage the projects that will be approved in 2019.

## **Deadline Extended for Semi-Annual Progress Reports**

The submission date for July-December 2018 Semi-Annual Progress Reports (SAPRs), which are due for all approved AHP projects that are not yet complete, has been extended. An email will be sent in early February to let sponsors know when to complete the July-December 2018 SAPR in the updated system.

If you have any questions about AHP or the AHP Online system, please contact:

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