

Match Information

Activity	Acquisition, Rehabilitation, New Construction	Supportive Services	Operating Costs
Match Ratio	1:1	80:20	75:25

As indicated in the above ratios, you can see that your agency is responsible for some portion of the cost of your program --HUD will not pay for the entire cost of the program. Match is your agency's portion of cash that is available for acquisition, new construction, rehabilitation, the provision of supportive services (including HMIS) and operating costs.

Key Points

- Match requirements are to be made by cash and paid by the end of each operating year.
- Grantees will be required to report on matching funds used in their APR at the end of each operating year. Cash match must be provided by the grantee or the entity that operates the project.
- Grantees or project sponsors are required to submit documentation of the source of the cash match and indicate for which activities the cash match funds are being used. The documentation must indicate:
 - The type of funds;
 - Amount of available funds;
 - Approved use of funds; and
 - The time period the funds are available.
- Other SHP funds may not be used as cash match

Please use the template below to document cash match.

Agency Letterhead

Month XX, 2011

U.S. Department of Housing & Urban Development
Office of CP&D
200 North High Street
Columbus, OH 43215-2499

Re: Certification of Cash Match of HUD SHP Grant

Grant Project Number:

Project Name:

To Whom it May Concern:

****Use either paragraph or both depending on match requirements for your grant****

Agency Name certifies that it will provide \$XX,XXX as a cash match for the Supportive Services of this program. The source of these funds is XXXXXXXX. The funds will be made available at the start of the grant term and will remain available for the entire term of the grant.

Additionally, Agency Name certifies it will provide \$XX,XXX as a cash match for the Operation of this program. The source of these funds is XXXXXXXX. The funds will be made available at the start of the grant term and will remain available for the entire term of the grant.

Sincerely,

Executive Director
Agency Name