



Indiana Housing & Community Development Authority

To: All BEP Recipients (All Divisions)  
From: IHCDA Asset Preservation Department  
Date: February 22, 2019  
Re: Blight Elimination Program (“BEP”) – Second Milestone

Notice: BEP-19-113

All BEP Recipients were granted an extension of their Second Milestone (100% Project completion) through March 1, 2019. In order to meet the Milestone, Recipients were required to utilize ALL of their awarded funds and/or complete demolition and greening on ALL of the properties in the respective BEP Round.

Any/all Recipients that have not met the Second Milestone MUST respond to BEP Notice 19-113 by **submitting their electronic request form through the Survey Monkey link** emailed from IHCDA BEP Staff (<https://www.surveymonkey.com/r/SecondMilestoneResponse>). A separate form must be filled out for each Round. **ALL SUBMISSIONS ARE DUE BY MONDAY, MARCH 11, 2019, 5PM EASTERN TIME.**

### 1. RECIPIENTS WHO HAVE NOT MET THE MILESTONE AND WISH TO PROCEED:

Recipients wishing to continue participation in the BEP must seek an extension from IHCDA by **submitting the electronic form** outlining EACH/ALL of the following:

1. Number of total BEP properties Recipient has demolished and greened;
2. Number of properties Recipient *intends* to, but has not yet, demolished and greened;
3. List of addresses for properties Recipient intends to, but has not yet, demolished;
4. Explanation of any/all progress made since October 1, 2018;
5. Indicate whether or not Recipient will meet the 2019 BEP Timeline deadlines; AND
6. A detailed explanation of any/all actions Recipient will undertake to facilitate completion of its BEP Project in accordance with the 2019 BEP Timeline AND/OR a detailed explanation of why Recipient does not believe it will meet the deadlines set in the 2019 BEP Timeline,

### 2. RECIPIENTS WHO HAVE NOT MET THE MILESTONE AND DO NOT WISH TO PROCEED:

Any Recipient that has not met, and does not plan to meet, the Second Milestone must **submit the electronic form** stating its intent to relinquish the remaining unused/uncommitted funds and must outline the following:

1. Number of total BEP properties Recipient has demolished and greened; AND
2. List of addresses for properties Recipient did not complete and intends to relinquish.

Recipients who choose this option must also submit an official Letter of Relinquishment (LOR) with original, wet-ink signatures to IHCDA via mail. The Letter of Relinquishment must contain the following: 1) a brief narrative stating Recipient has finished its BEP Project and does not intend to move forward; 2) statement acknowledging Recipient does not intend to pursue further BEP activity and is relinquishing the remaining funds in its BEP Award; and 3) a description of outstanding claims yet to be filed. **By opting to relinquish, Recipients understands ALL outstanding claims must be submitted by April 1, 2019.**

**Please note, the online form will close promptly at 5pm Eastern Time on Monday, March 11, 2019. LATE SUBMISSIONS WILL NOT BE ENTERTAINED.** Per the signed 2019 BEP Timeline, Recipient acknowledges it shall adhere to the deadlines and due dates in the timeline and further acknowledges that no opportunities for an extension will be given. Any Recipient that is required to respond, but fails to do so, will have a portion of their award de-obligated or may have their award terminated.



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