

TRANSITION APR LAUNCHED in *e-snaps*

HUD's new Transition Annual Performance Report (APR) is now available in *e-snaps*! The *e-snaps* APR is replacing the paper-based HUD-40118 form for Supportive Housing Program (SHP), Shelter Plus Care (S+C), SRO and HPRP grants with operating years ending on or after July 1, 2010.

SHP, Shelter Plus Care, and SRO grants that end between July 1, 2010 and May 31, 2011 will report in *e-snaps* according to Transition APR requirements, which rely only on data that can be pulled from the HUD-40118 form and other readily available project information.

Note: The Transition APR is **not applicable** for HPRP grantees. Information about the HPRP APR for the operating year ending September 30, 2010 will be released at a later date.

Instructions, Technical Assistance and Resources

A "Transition APR Guidebook" has been released with step-by-step directions on how to use information from the HUD-40118 APR to complete the Transition APR and key definitions used in the *e-snaps* APR. The guidebook can be downloaded from the HRE at www.HUDHRE.info/apr.

Coming soon: *APR 101* and *Transition APR* online training on the HRE website by mid-August. Each training will be approximately 30 minutes long and will be available on demand. The *Transition APR* training will include a demonstration of how to use information from the HUD-40118 to complete several questions on the Transition APR.

Document publication and training announcements will be announced via the HMIS, Homeless, and HPRP listservs. All technical assistance resources will be posted on the HUD HRE. To sign up for a listserv group or view available resources, visit the HRE at www.hudhre.info.

Accessing the Transition APR in *e-snaps*

Grantees can access *e-snaps* at <https://esnaps.hud.gov/grantium/frontOffice.jsf>, using the login information that they used to complete their Exhibit 2.

If you do not have an *e-snaps* account, then you will need to go to the *e-snaps* website and click on "Create Profile." If you have an *e-snaps* account but do not know your password, then you will need to go to the *e-snaps* website and click on "Forgot your password."

Once you are in *e-snaps*, you will need to follow the instructions provided in the "Transition APR Guidebook" to access and complete a Transition APR. The guidebook is available on the HUD Homelessness Resource Exchange (HRE) at www.HUDHRE.info/apr/.

Submission Deadlines:

SHP, S+C and SRO grantees still have 90 days from the end of the grant operating year to submit an APR in *e-snaps*.

- Projects with operating years ending on or before June 30, 2010 must submit the HUD-40118 to the applicable Field Office.
- Projects with operating years ending between July 1, 2010 and May 31, 2011 must submit a Transition APR in e-snaps.
- Projects with operating year ending on or after June 1, 2011 must submit the new APR in *e-snaps* in accordance with the revised reporting requirement.

Questions?

All questions about the APR should be submitted online at the HUD HRE Virtual Help Desk:
<http://www.hudhre.info/apr/>