

From: Financial Management Center <FinancialManagementCenter@hud.gov>
Sent: Wednesday, August 28, 2019 8:37 AM
Subject: VMS System Updates – Quick Reference Guide and User’s Manual

Dear Executive Director:

SUBJECT: VMS System Updates – Quick Reference Guide and User’s Manual

This email is to inform you of recent updates to the Voucher Management System (VMS) Quick Reference Guide and User’s Manual. These changes provide clarification about the specific reporting requirements related to RAD, VASH and Mainstream programs. Additionally, you will find that changes to the definition of the following VMS fields have been made:

- All HAP Expense data – the change is located in the narrative found immediately before the Field Definitions
- All Voucher HAP Expenses After the First of the Month
- Rental Assistance Component 1 (HAP)
- Veterans Affairs Supportive Housing (HAP)
- All Voucher HAP Expenses for Contracts Effective After the First of the Month
- 5-Year Mainstream – this change is located in the narrative found immediately before the Field Definitions
- 5-Year Mainstream HAP
- Number of PBVs Under HAP and Not Leased with Vacancy Payment and Associated Vacancy HAP Expense
- Number of PBVs Under HAP and Not Leased

Please note: The updates are highlighted in green within the documents to make them easier to locate.

The updated Quick Reference Guide and User’s Manual can be found in VMS on the left side under “Resources”. The links for each are found below.

Quick Reference Guide:

<https://www.hud.gov/sites/documents/QUICKREFERENCE.PDF>

User’s Manual:

<https://www.hud.gov/sites/documents/INSTRUCTIONS.PDF>

Should you have any questions or require additional information, please contact your assigned FMC Financial Analyst.

Sincerely,

Steven R. Durham
Director
Housing Voucher Program Office