

Neighborhood Initiative Program  
***Program Notice***



**Date:** March 8, 2016  
**To:** NIP Lead Entities and Partners  
**From:** NIP Staff  
**Subject:** Disbursement Policy Change – Quiet Title Properties

We have had several requests to allow pre-paid expenses for uncompleted quiet title action be included in the Final Disbursement Request. Treasury only permits one Hardest Hit Fund (HHF) disbursement per Property, which cannot be processed until all expenses being requested for payment have been completed. This includes legal expenses for quieting title. It can take several months to complete quiet title action and waiting to be reimbursed for demolition expenses during that time frame can place a financial burden on Lead Entities/Partners. To alleviate this burden, Partners may elect to demolish the property after the quiet title action has been completed or may elect a three (3) disbursement option for requesting funds.

The three (3) disbursement option is available for Partners using SC Housing general funds for acquisition and demolition expenses prior to the Final Disbursement of Hardest Hit Funds. Properties undergoing quiet title action will be allowed one disbursement of SC Housing general funds for acquisition expenses and a second general fund disbursement for demolition expenses. The Final and third disbursement (HHF) for the property will be submitted after the quiet title action has been completed for reimbursement of legal expenses incurred to the quiet the title.

The **Implementation Manual**, **NIP-2 Property Eligibility Form**, and **NIP-10 Disbursement Request Form** have been updated to accommodate the policy revision. As a reminder, the use of SC Housing General Funds is subject to availability. Please contact your Program Representative if you have any questions.