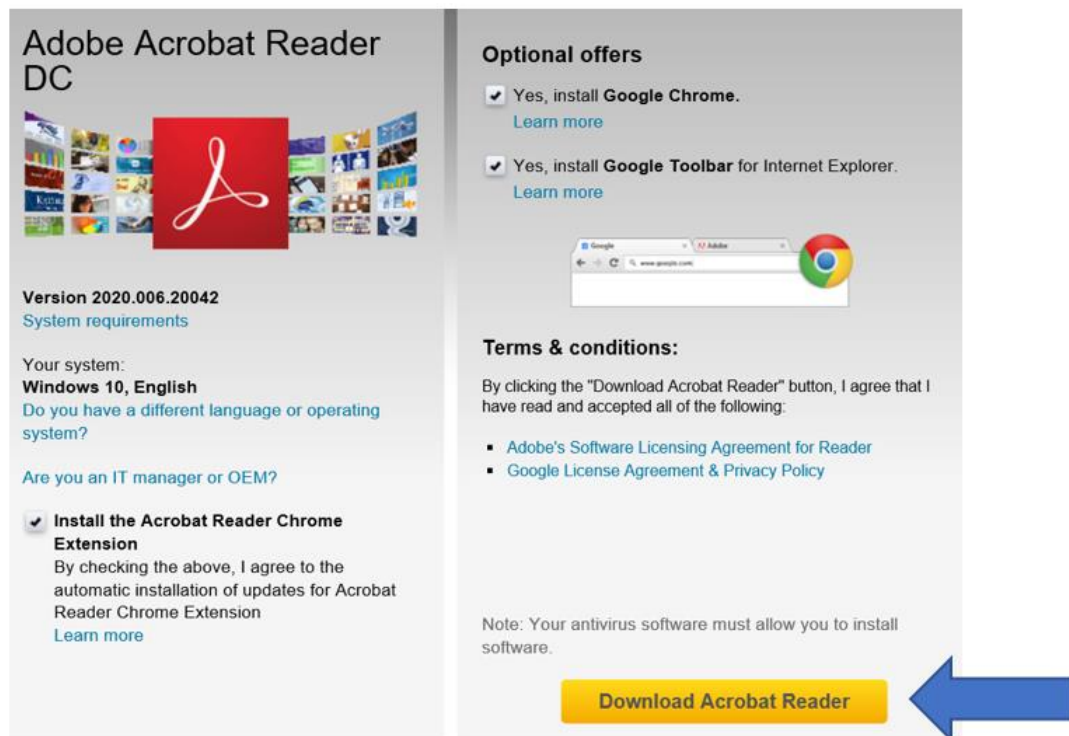# Abbreviated IHP/APR
Instructions for Opening the Form

The Abbreviated Indian Housing Plan/Annual Performance Report (IHP/APR) is a fillable PDF document. Follow the steps below to open the form.

1. Access the form at:
   https://www.hud.gov/sites/dfiles/OCHCO/documents/IHBGCares.pdf?utm_medium=email&utm_source=govdelivery

2. Save the form to your desktop by highlighting "Save As" in the File drop-down menu.

3. The fillable PDF document must be opened and completed in Adobe Acrobat Reader[1]. If your computer does not have Adobe Acrobat Reader, download it for free at https://get.adobe.com/reader/
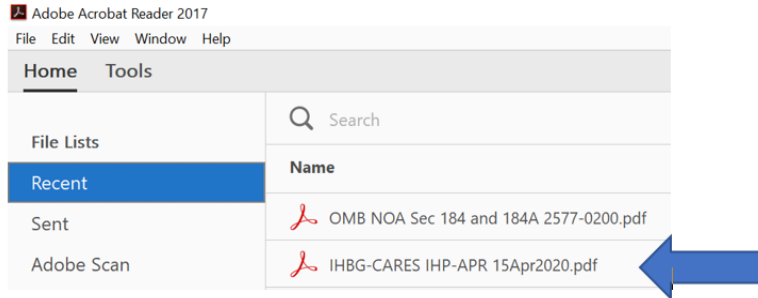

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[1] The Abbreviated IHP/APR file was created for the free version of Adobe Reader (or any other Adobe product) since that is one of the few PDF readers that covers all types of electronic equipment, is free to download and install, and is readily available. Adobe Reader is available in PC, Android, and MAC versions. The Abbreviated IHP/APR form can be completed on a cell phone (including iPhones), tablet, computer (both IBM/PC and MAC/Apple), or any portable device that has the free Adobe Reader program installed.

4. Open the form with Adobe Acrobat Reader using any device (android, MAC, PC, tablet, iPhone, etc.)

5. The form should be visible and fillable.

6. In some instances, problems have been reported in attempting to open the Abbreviated IHP/APR form or the full functionality of the form was not available. The solutions to these problems are identified below:

   - If the user is having a problem after opening the form (such as the drop down menus do not work, the auto-calculations not working, and internal macros not working) please close the file and reopen using Adobe Reader – this issue is normally due to the use of a PDF reader program other than the free Adobe Reader.
   - Opening the file while attached to an email sometimes has security issues based on the internet and computer security – when this occurs, the file should be downloaded to the PC (for example to the desktop) or network drive – then open the file with the Adobe Reader – if the internet file security message appears, the user clicks the option to enable the file as a trusted file before it will open.

Below are some of the screens that a user may see when attempting to open the form in any PDF viewer other than the free Adobe Reader program.

This error usually occurs when using Google Chrome or Microsoft Edge browsers to open the file with the default PDF viewer not being Adobe Reader.

> ## Please wait...
>
> If this message is not eventually replaced by the proper contents of the document, your PDF viewer may not be able to display this type of document.
>
> You can upgrade to the latest version of Adobe Reader for Windows®, Mac, or Linux® by visiting http://www.adobe.com/go/reader_download.
>
> For more assistance with Adobe Reader visit http://www.adobe.com/go/acrreader.
>
> Windows is either a registered trademark or a trademark of Microsoft Corporation in the United States and/or other countries. Mac is a trademark of Apple Inc., registered in the United States and other countries. Linux is the registered trademark of Linus Torvalds in the U.S. and other countries.

7. For further information or technical support, please contact your Area ONAP.