

Paperwork Reduction Act Submission

Please read the instruction before completing this form. For additional forms or assistance in completing this forms, contact your agency's Paperwork Reduction Officer. Send two copies of this form, the collection instrument to be reviewed, the Supporting Statement, and any additional documentation to: Office of Information and Regulatory Affairs, Office of Management and Budget, Docket Library, Room 10102, 725 Seventeenth St. NW, Washington, DC 20503.

1. Agency/Subagency Originating Request: U.S. Department of Housing and Urban Development Office Of Multifamily Development		2. OMB Control Number: a. 2502-0141 b. <input type="checkbox"/> None	
3. Type of information collection: (check one) a. <input type="checkbox"/> New Collection b. <input type="checkbox"/> Revision of a currently approved collection c. <input type="checkbox"/> Extension of a currently approved collection d. <input checked="" type="checkbox"/> Reinstatement, without change , of previously approved collection for which approval has expired e. <input type="checkbox"/> Reinstatement, with change , of previously approved collection for which approval has expired f. <input type="checkbox"/> Existing collection in use without an OMB control number For b-f, note item A2 of Supporting Statement instructions.		4. Type of review requested: (check one) a. <input checked="" type="checkbox"/> Regular b. <input type="checkbox"/> Emergency - Approval requested by c. <input type="checkbox"/> Delegated 5. Small entities: Will this information collection have a significant economic impact on a substantial number of small entities? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 6. Requested expiration date: a. <input checked="" type="checkbox"/> Three years from approval date b. <input type="checkbox"/> Other (specify)	
7. Title: Application for Mortgage Insurance for Cooperative and Condominium Housing			
8. Agency form number(s): (if applicable) HUD-93201			
9. Keywords: Housing, Mortgage Insurance, Cooperatives, Condominiums			
10. Abstract: The Application for Mortgage Insurance/Co-op-Condo is used to analyze financial data, cost data, drawings, and specifications to determine cooperative or condominium project eligibility for FHA mortgage insurance.			
11. Affected public: (mark primary with "P" and all others that apply with "X") a. Individuals or households e. Farms b. P Business or other for-profit f. Federal Government c. X Not-for-profit institutions g. State, Local or Tribal Government		12. Obligation to respond: (mark primary with "P" and all others that apply with "X") a. Voluntary b. P Required to obtain or retain benefits c. Mandatory	
13. Annual reporting and recordkeeping hour burden: a. Number of respondents 15 b. Total annual responses 15 Percentage of these responses collected electronically 0% c. Total annual hours requested 60 d. Current OMB inventory 0 e. Difference (+,-) +60 f. Explanation of difference: 1. Program change: +60 2. Adjustment:		14. Annual reporting and recordkeeping cost burden: (in thousands of dollars) a. Total annualized capital/startup costs b. Total annual costs (O&M) c. Total annualized cost requested d. Total annual cost requested e. Current OMB inventory f. Explanation of difference: 1. Program change: 2. Adjustment:	
15. Purpose of Information collection: (mark primary with "P" and all others that apply with "X") a. P Application for benefits e. Program planning or management b. Program evaluation f. Research c. General purpose statistics g. Regulatory or compliance d. Audit		16. Frequency of recordkeeping or reporting: (check all that apply) a. <input type="checkbox"/> Recordkeeping b. <input type="checkbox"/> Third party disclosure b. <input checked="" type="checkbox"/> Reporting: 1. <input checked="" type="checkbox"/> On occasion 2. <input type="checkbox"/> Weekly 3. <input type="checkbox"/> Monthly 4. <input type="checkbox"/> Quarterly 5. <input type="checkbox"/> Semi-annually 6. <input type="checkbox"/> Annually 7. <input type="checkbox"/> Biannually 8. <input type="checkbox"/> Other (describe)	
17. Statistical methods: Does this information collection employ statistical methods? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		18. Agency contact: (person who can best answer questions regarding the content of this submission) Name: Carmelita A. James Phone: 202-708-3000 x2579	

19. Certification for Paperwork Reduction Act Submissions

On behalf of this Federal Agency, I certify that the collection of information encompassed by this request complies with 5 CFR 1320.9.

Note: The text of 5 CFR 1320.9, and the related provisions of 5 CFR 1320/8(b)(3) appears at the end of the instructions. The certification is to be made with reference to those regulatory provisions as set forth in the instructions.

The following is a summary of the topics, regarding the proposed collections of information that the certification covers:

- (a) It is necessary for the proper performance of agency functions;
- (b) It avoids unnecessary duplication;
- (c) It reduces burden on small entities;
- (d) It uses plain, coherent, and unambiguous terminology that is understandable to respondents;
- (e) Its implementation will be consistent and compatible with current reporting and recordkeeping practices;
- (f) It indicates the retention periods for recordkeeping requirements;
- (g) It informs respondents of the information called for under 5 CFR 1320.8(b)(3):
 - (i) Why the information is being collected;
 - (ii) Use of the information;
 - (iii) burden estimate;
 - (iv) Nature of response (voluntary, required for a benefit, or mandatory);
 - (v) Nature and extent of confidentiality; and
 - (vi) Need to display currently valid OMB control number;
- (h) It was developed by an office that has planned and allocated resources for the efficient and effective management and use of the information to be collected (see note in item 19 of the instructions);
- (i) It uses effective and efficient statistical survey methodology; and
- (j) It makes appropriate use of information technology.

If you are unable to certify compliance with any of these provisions, identify the item below and explain the reason in item 18 of the Supporting Statement.

Signature of Program Official: X Michael E. Winiarski, Deputy Director, Organization Policy, Planning and Analysis Division, HROA	Date:
Signature of Senior Officer or Designee: X Lillian Deitzer, Departmental Reports Management Officer Office of the Chief Information Officer	Date:

Supporting Statement for Paperwork Reduction Act Submissions
Application for Mortgage Insurance for Cooperatives and Condominium Housing
2502-0141
(Form HUD-93201)

A. Justification

1. This is a request to reinstate information collection 2502-0141, Application for Mortgage Insurance for Cooperatives and Condominium Housing, which includes Form HUD-93201 and supporting exhibits that comprise the basic application package for multifamily projects. The supporting exhibits to Form HUD-93201 are listed in Section L, "Attachments" of that form.

Section 213 of the National Housing Act (12 U.S.C. 1715e) outlines the eligibility requirements for mortgage insurance for cooperatives and condominiums. Regulation 24 CFR Section 213 – Cooperative Housing Mortgage Insurance authorizes the Secretary of HUD to insure mortgages for cooperatives and condominium housing developments.

HUD is required to analyze specific project information including financial data, cost data, and drawings and specifications before determining whether a proposed cooperative or condominium projects are eligible for mortgage insurance.

In April 2005, HUD requested, and OMB approved, discontinuation of this collection because there were fewer than 10 respondents per year. HUD now requests reinstatement of this collection because the number of respondents is larger than 10.

2. Owners requesting mortgages for cooperatives and condominium housing developments provide financial data, cost data, and drawings and specifications. HUD uses the information to evaluate and determine the general eligibility of the proposed project. HUD technical specialists in appraisal, cost, architecture, and mortgage credit analyze this information to determine if a project is eligible for mortgage insurance. If the information were not collected and analyzed, the Department would have to rely solely on a sponsor's undocumented request and the Department could expect to sustain substantial losses to the FHA Insurance Fund. This request previously included a burden for recordkeeping. However, recordkeeping for this type of project would be a standard business practice, and no hours are included. Form 93201, Application for Mortgage Insurance, requires a number of supporting exhibits.
3. Due to the low number of respondents and the nature of the information collected, the benefits of automation would not reduce the burden. The form is available on HUDCLIPS as a fillable PDF file.
4. There is no duplication. The Department has avoided duplication of submissions where a project was to be insured and assisted by Section 8. In such cases only one set of documents is required.
5. The collection of information does not involve small businesses or small entities.
6. There would be consequences to the Federal program or policy activities if the information collection were not conducted in the method prescribed. The frequency of the submission is at the time of application for

mortgage insurance. However, if the design requirements and/or cost and financial data have been submitted to HUD and then rejected or withdrawn, the information would need to be updated and resubmitted.

7. There are no special circumstances associated with the information collection.
8. Information collected is conducted in a manner consistent with the guidelines of 5 CFR 1320.8(d). The Notice announcing this collection of information appeared in the Federal Register on November 28, 2006 (Vol. 71, No. 228, pages 68825-68826). No comments were received.
9. There are no payments or gifts to respondents.
10. The current information collection does not describe any assurance of confidentiality. This information collection does not ask any information about individuals other than name, address, telephone number, and association with the proposed project. The Privacy Act Statement covers exhibits, which do ask for personal data.
11. The collection does not contain information of a sensitive nature.

12. Annual Burden Estimate:

Information Collection	Number of Respondents	Frequency of Response	Responses per Annum	Burden Hours per Response	Total Annual Burden Hours	Hourly Cost	Total Annual Cost
HUD-93201 & Exhibits	15	1	15	4	60	\$20.00	\$1,200

Estimated hourly cost is based on an estimated average annual salary of \$40,000 for project owner support staff.

13. There are no additional costs to the respondents for the collection of this information.

14. Annual Costs to the Federal Government:

Information Collection	Number of Responses	Hours Per Response	Total Annual Burden	Hourly Cost	Total Annual Cost
HUD-93201	15	60	900	\$32.00	\$31,500

Estimated hourly cost is based on the average annual salary of a GS-12, Housing Project Manager for reviewing the information.

15. This is a reinstatement of a previously canceled information collection. In April 2005, HUD requested, and OMB approved, discontinuation of this collection because there were fewer than 10 respondents per year. HUD now requests reinstatement of this collection because the number of respondents is larger than 10.
 16. The results of this collection will not be published.
 17. HUD is not requesting approval to avoid displaying the expiration date on the form HUD-93201.
 18. There are no exceptions.
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B. Collection of Information Employing Statistical Methods.

The collection of information employing statistical methods does not apply.