

**PAPERWORK REDUCTION ACT  
CHANGE WORKSHEET**

<b>Agency/Subagency</b>  <b>U.S. Department of Housing and Urban Development</b> Office of Housing, Office of Multifamily Housing Development		<b>OMB Control Number</b>  2502-0563
<i>Enter only items that change</i>		
	<b>Current record</b>	<b>New record</b>
<b>Agency form number(s)</b>		
Annual reporting and recordkeeping hour burden		
Number of respondents		
Total annual responses		
Percent of these responses collected electronically		
Total annual hours	140	136
Difference		-4
Explanation of difference		
Program change		-4
Adjustment		
Annual reporting and recordkeeping cost burden (in thousands of dollars)		
Total annualized Capital/Startup costs		
Total annual costs (O&M)		
Total annualized cost requested		
Difference		
Explanation of difference		
Program change		
Adjustment		
<p><b>Other changes**</b>                  HUD requires that a community-based non-profit or public agency that purchases a restructured property must obtain tenant endorsement in order to qualify for debt assignment, modification, or forgiveness. Under the proposed rule, HUD required purchaser to provide notice of and hold a first "Informational Meeting" with residents to disseminate information about the endorsement request and its plans for the property, and to provide notice of and hold a second "Endorsement Vote" meeting to conduct the voting for the endorsement.</p> <p>In response to public comment, in the final rule HUD has revised the tenant endorsement procedure. A purchaser will now only be required to hold one informational meeting, but may hold additional meetings as necessary.</p> <p>HUD had estimated that there would be 7 purchasers per year, and that 4 staff persons would work on these requirements for 5 hours per person (20 hours) at a rate of \$25/hour per person (\$100/hour). HUD had has now revised its estimate to 4 staff persons for 4 hours per person for 16 hours, at the same rate.</p>		
Signature of Senior Official or designee:	Date:	For OIRA Use _____ _____

\*\*This form cannot be used to extend an expiration date.  
OMB FORM 83-C