

Supporting Statement for Paperwork Reduction Act Submissions

Delegated Processing for Certain Section 202 Projects OMB Control Number 2502-0590

(HUD-90000, HUD-90001, and HUD-90002)

A. Justification

1. Section 2835(b) of the Housing and Economic Recovery Act of 2008 and The Frank Melville Supportive Housing Investment Act of 2010 (SHIA) directs the Department to delegate review and processing of certain Section 202 Supportive Housing for the Elderly and certain Section 811 Supportive Housing for Persons with Disabilities projects to selected State or local housing agencies. The Delegated Processing Agreement establishes the relationship between the Department and a Delegated Processing Agency (DPA) and details the duties and compensation of the DPA. The Certifications form provides the Department with assurances that the review of the application was in accordance with HUD requirements. The Schedule of Projects form provides the DPA with information necessary to determine if they wish to process the project and upon signature commits them to such processing.
2. Staff of the Office of Housing Assistance and Grant Administration, Multifamily Housing Office will use the information to determine if a housing finance agency wishes to participate in the program, and obtain certifications that the review of the application was in accord with HUD requirements.
3. Each form is available through HUDCLIPS and can be completed electronically. However each form requires original signatures from both a HUD and State representative. The Department is working towards establishing funding for electronic signature capabilities which will allow electronic filing of responses.
4. No duplication exists.
5. Small businesses or other small entities will not be participating in the delegated processing program.
6. The collection of information occurs only once for each multifamily housing project. The Department could not comply with the provisions of the law and Federal regulations if the collection were eliminated.
7. There are no special circumstances that apply to this information collection.
8. In accordance with 5 CFR 1320.8(d), this information collection soliciting public comments was announced in the *Federal Register* on: Wednesday, February 13, 2013 (Volume 78, Number _30, Page _10198). No Comments were received.

HUD maintains close liaison with the National Council of State Housing Finance Agencies (NCSHA) and has discussed the delegated processing program with the Colorado housing Finance Agency and the New York City Department of Housing Preservation and Development. Staff contacted three potential Delegated Processing Agencies for an update; the North Carolina Housing Finance Agency, Mark Shelburne; the Maryland State Department of Housing and Community Development and Vermont Housing Finance Agency, Cindy Reid. . Each responded to questions on the potential volume of activity they anticipated as a result of the updates to this program.

9. No gifts or payments, other than remuneration to contractors, are provided to respondents.
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10. The Privacy Act of 1974 provides an assurance of confidentiality to the respondents. Forms HUD-90000, UD-90001, and HUD-90002 are for the Department's use only and respondents are assured that the material is held in confidentiality unless a release order is issued under the Freedom of Information Act.
11. No questions of a sensitive nature apply.
12. Estimates of the respondents burden and costs:

Information Collection	Number of Respondents	Frequency of Response	Responses Per Annum	Burden Hour Per Response	Annual Burden Hours	Hourly Cost Per Response	Annual Cost
HUD-90000	6	1	6	1	3	\$75.00	\$225
HUD-90001	3	1	3	4	8	\$75.00	\$600
HUD-90002	6	1	6	1	3	\$75.00	\$225
Totals	15		15	6	14		\$1,050

Burden and costs are expected to be less than the previous collection due to anticipated lack of funding and program activity.

Schedule of Projects (Form HUD-90000):

It is estimated that there will be approximately 3 respondents who will submit form HUD-90000 once for each of the projects to be processed by the Delegated Processing Agency. This estimate is based on contacts with housing finance agencies that have expressed an interest in the Delegated Processing program. This resulted in an annual response of 3.

Delegated Processing Agreement (Form HUD-90001):

The estimated number of respondents is 2. This is based contact with contacts with housing finance agencies that have expressed an interest in the Delegated Processing program. This document would be submitted once as this establishes the relationship between the Department and the Delegated Processing Agency and can be renewed by mutual agreement.

Delegated Processing Certifications (Form HUD-90002):

The estimated number of respondents is 3 respondents who will submit form HUD-90002 once for each of the projects to be processed by the Delegated Processing Agency. This estimate is based on contacts with housing finance agencies that have expressed an interest in the Delegated Processing program. This resulted in an annual response of 3.

13. There are no additional costs associated with this collection of information.
14. **Cost to the Federal Government** is based on an hourly rate of \$39 based on the 2010 hourly rate for a GS-12 Step One employee. There are no operational expenses.

Information Collection	Number of Responses	Frequency of Response	Responses Per Annum	Burden Hour Per Response	Annual Burden Hours	Hourly Cost Per Response	Annual Cost
HUD-90000	6	1	6	4	12	\$39.00	\$468
HUD-90001	3	1	3	2	4	\$39.00	\$156
HUD-90002	6	1	6	1	3	\$39.00	\$117

Totals	15		15		19		\$741
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15. This is a revision of a currently approved collection. It is required in order to implement provisions of The Frank Melville Supportive Housing Investment Act of 2010 (SHIA) regarding delegated processing of Section 811 capital advances and program changes to Delegated Processing. Burden and costs are expected to be less than the previous collection due to lack of funding to support these program activities.
16. The results of this collection will not be published.
17. The OMB expiration dates will be displayed on the appropriate forms.
18. There are no exceptions to the Certification Statement identified in item 19 of the OMB 83-I.

B. Collection of Information Employing Statistical Methods.

This collection of information does not employ statistical methods.