

**PAPERWORK REDUCTION ACT  
CHANGE WORKSHEET**

<b>Agency/Subagency</b>  <b>U.S. Department of Housing and Urban Development</b> Office of Housing, Office of Housing Counseling	<b>OMB Control Number</b>  2502-0261
---	--

<i>Enter only items that change</i>		New record
	Current record	
<b>Agency form number(s)</b> Housing Counseling NOFA including Grant Charts		
Annual reporting and recordkeeping hour burden		
Number of respondents		
Total annual responses		
Percent of these responses collected electronically		
Total annual hours		
Difference		
Explanation of difference		
Program change		
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		

Other changes\*\*

In order to serve its clients better, HUD has made the following non material change:

HUD's Office of Housing Counseling is seeking approval for some minor revisions which will further simplify the *Housing Counseling NOFA including Grant Charts* (currently approved as part of OMB Control 2502-0261, *Housing Counseling Program* which expires 4 / 30 / 2016). These minor revisions will continue to improve data quality, further streamline grant applicant responses for housing counseling agencies (HCAs), and will also streamline grant scoring for staff. The grant charts utilized by the Housing Counseling Program ("Program") will continue to be used by housing counseling agencies as part of the required documents submitted with their housing counseling grant proposal. The information is being collected for a housing counseling agency to participate in HUD's grant program in FY15. The Excel grant charts continue to streamline and replace a very arduous narrative writing response process for grant applicants.

The public reporting burden for this collection of information is estimated to be 40 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The proposed minor revisions to the FY15 NOFA and Housing Counseling Grant Charts do not affect the previously estimated time to complete the charts which were also submitted in FY14.

Previous PRA submissions for this form were made under OMB Control Number 2502-0261 *Housing Counseling Program* under the Office of Housing Counseling (OHC),, Office of Housing.

Signature of Senior Official or designee:  Brian N. Siebenlist, Director, Office of Policy and Grant Administration, Office of Housing Counseling	Date:	For OIRA Use  _____  _____
---	-------	--

\*\*This form cannot be used to extend an expiration date.