

**PAPERWORK REDUCTION ACT  
CHANGE WORKSHEET**

<b>Agency/Subagency</b>  <b>U.S. Department of Housing and Urban Development</b> Office of Housing, Office of Manufactured Housing Programs		<b>OMB Control Number</b>  2502-0233
<i>Enter only items that change</i>		
	<b>Current record</b>	<b>New record</b>
Agency form number(s) <b>HUD-301</b>		
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	0	0
Total annual costs (O&M)	0	0
Total annualized cost requested	0	0
Difference		0
Explanation of difference		
Program change		
Adjustment		
<b>Other changes**</b>		
<p>In order to serve its clients better, HUD has made the following non material change: Form HUD-301 is used to order labels that are required to be provided on each transportable section of a manufactured home, as evidence of conformance to the Federal Manufactured Home Construction and Safety Standards. The fees collected through use of this Form and payment made to Pay.gov by home manufacturers are used to fund all HUD Manufactured Housing Program operations.</p> <p>Due to a continued decline in income from the fees collected at the current level of \$39 per transportable section that have resulted from reduced production levels coupled with reductions in appropriations, HUD is issuing a final rule. The Final Rule, which will take effect on September 12, 2014, will modify and increase the amount of the fee for each label to \$100 per transportable section so that adequate funding is available for all required Program functions.</p> <p>As a result, it is necessary to also change the amount from \$39 to \$100 on HUD Form-301 for the total number of labels requested under "<b>Manufacturers Request</b>" and total number of labels issued under "<b>IPIA Assignment of Label Numbers</b>". The modifications to the Form need to be revised upon the effective date of the final rule to read as follows:</p> <p><b>Manufacturer's Request</b>  "...Total number of labels requested _____ x \$100 _____ (Fee/Label)* = \$ _____..."</p> <p><b>IPIA Assignment of Label Numbers</b>  "...Total number of Labels Issued _____ x \$100 _____ (Fee/Label)* = \$ _____..."</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