

**PAPERWORK REDUCTION ACT
CHANGE WORKSHEET**

Agency/Subagency U.S. Department of Housing and Urban Development Office of Housing, Office of Housing Counseling		OMB Control Number Currently under 2502-0261 Expires 07/31/2019
<i>Enter only items that change</i>		
	Current record	New record
Agency form number(s) 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		
<p>Other changes**</p> <p>The public reporting burden for this collection is not different than the previously estimated time of 40 hours per response to complete the charts. This includes the time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.</p> <p>HUD's Office of Housing Counseling is seeking approval for minor revisions which improve data quality, streamline grant applicant responses for housing counseling agencies, improve applicant understanding of the NOFA process, and streamline grant scoring for staff. The grant charts utilized by the Housing Counseling Program will continue to be used by housing counseling agencies as part of the required documents submitted with their grant proposal. Local Housing Counseling Agencies (LHCAs) will use form HUD-9906-L. Intermediaries, Multi-State Organizations, and State Housing Finance Agencies will use HUD-9906-P, with attachments for Charts A2 and D2. The grant charts limit the number of narrative writing responses for applicants, thereby reducing the administrative burden for grant applicants and HUD staff.</p> <p>Summaries of all changes to the NOFA and Grant Charts are attached.</p> <p>Previous PRA submissions for this form were made under OMB Control Number 2502-0261 <i>Housing Counseling Program (expires 07/31/2019)</i> under the Office of Housing Counseling (OHC), Office of Housing.</p>		
Signature of Senior Official or designee:	Date:	For OIRA Use _____ _____

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