

# FORMS REVISION CHART

## Form HUD-9910, TITLE. “Office of Housing Counseling- Agency Performance Review”

LOCATION	CURRENT TEXT	REVISED TEXT
<b>Title</b>	<b>Biennial Performance Review</b>	<b>Office of Housing Counseling-Agency Performance Review</b>
	Originally there were 12 questions	Proposed revisions reduce to 6 questions
Page 1, Part A, #3	Is the agency maintaining personnel activity reports in compliance with OMB Circular 122? Provide supporting documentation.	Is the agency maintaining personnel activity reports in compliance with 2 C.F.R. 200.430(i)? Provide supporting documentation.
Page 1, Part A, #4	Does the grantee or sub-grantee, if applicable, have source documentation of costs (invoices, cancelled checks, salary reports, etc.) to support all request for reimbursements under the HUD Housing Counseling grant?	Does the source documentation show that all reimbursed costs are actual and proper? If no, list the questioned costs and reason for possible exclusion in the comments box
Page 1, Part A, # 5	Are indirect costs assessed to the grant(s)? Obtain copy of approval.	DELETED
Page 1, Part A, # 5a	If yes, was the indirect cost rate approved by a federal agency?	DELETED
Page 1, Part A, #5b	If indirect costs are included in the voucher request(s), are they different from what was approved?	DELETED
Page 1, Part A, #6	Is there evidence that the total housing counseling budget reported is accurate and consistent with leveraged funds and program income documented in the grant application, if applicable? Provide support of all leveraged funds.	DELETED
Page 2, Part A, #7	Do CMS client notes or other client documentation support counselor hours billed and/or reported to the HUD Housing Counseling grant?	Revised numbering to #5
Page 2, Part A, #8	Does client and group education client documentation support the average hours for counseling and education activities stated in the grant application work plan?	DELETED
Page 2, Part A, # 9	Is the agency complying with reporting requirements of the grant agreement?	DELETED
Page 2, Part A, #	Is the agency complying with its proposed or revised work plan(s) submitted for the grant award(s)?	DELETED
Page 2, Part A,		LANGUAGE ADDED: Does the agency maintain policies to screen for ineligible participants, including the agency's directors, partners, officers,

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Maintaining Approval Criteria, #		principals, or employees?  Renumbered as #9
Page 7, Part B, Question #82	Did the agency experience any of the following changes? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Responses of Yes, No, and N/A with checkboxes have been removed since line 82 is not a question line. Subsequent bullets follow underneath line 82.