

Housing Collection Instrument Screen Shots

(Contains Only Updated Screens Planned for Deployment in August 2020)

June 23, 2020

(S-1) OBSERVATION: TYPE OF STRUCTURE SCREEN - Modification of Structure Type List

OBSERVATION - TYPE OF STRUCTURE SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
xx xx xx, JAMAICA, NY, 11432-4611

(OBSERVE):

Select type of structure from the following list

- MOBILE HOME TRAILER
- MULTI, 2 UNITS
- MULTI, 3 to 4 UNITS
- MULTI, 5 to 9 UNITS
- MULTI, 10 to 19 UNITS
- MULTI, 20 to 49 UNITS
- MULTI, 50 or MORE UNITS
- OTHER-SPECIFY

(S-2) OBSERVATION: TYPE OF STRUCTURE SCREEN - Addition of Elevator Question

OBSERVATION - TYPE OF STRUCTURE SCREEN - PRACTICE COLLECTION

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

1784 S 290
1784 S 290 EAST ST, Orem city (pt.), UT, 84058

(OBSERVE):

Select type of structure from the following list

MULTI, 2 UNITS

Does this type of structure have an elevator ?

- YES
- NO
- DON'T KNOW

(S-3) OBSERVATION: TYPE OF STRUCTURE SCREEN – Display of All Possible Structure Type Fields

OBSERVATION - TYPE OF STRUCTURE SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
xx xx xx, TONAWANDA, NY, 14223-2470

(OBSERVE):

Select type of structure from the following list: OTHER-SPECIFY

Does this type of structure have an elevator?

Reason for the structure type change:

Specify Structure Type:

*

(S-4) OBSERVATION: ELIGIBILITY SCREEN – Addition of “Affordable Housing With Unit Based Subsidy” Option Near the End of the Ineligibility List

OBSERVATION - ELIGIBILITY SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
xx xx xx, JAMAICA, NY, 11432-4617

(OBSERVE): Is this apartment eligible?

YES NO

YES NO

Display Ineligible

- MIGRATORY WORKER HOME
- MILITARY HOUSING ON A BASE OR FORT
- MOTOR HOME
- MOBILE HOME NOT ON PERM. FOUNDATION OR BLOCKS
- PUBLIC HOUSING
- SEASONAL UNIT
- SHIP OR HOUSE BOAT NOT PERM. ANCHORED
- UNIT BUILT ON DISPLAY LOT FOR ADVERTISING ONLY
- * INSTITUTIONAL ASSISTED LIVING BUILDINGS
- AFFORDABLE HOUSING WITH UNIT BASED SUBSIDY
- OTHER

* Units in the above structures that provide housing for staff or maintenance personnel and meet the housing unit definition are eligible

(S-5) OBSERVATION: PUBLIC HOUSING SCREEN - Updated Wording on Definition Window

OBSERVATION - PUBLIC HOUSING SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

(OBSERVE): Is this house Public Housing?

Definition YES NO DON'T KNOW

xx xx xx YES NO DON'T KNOW

PUBLIC HOUSING -
Housing units which are subsidized and owned or operated by a Federal, State, City, or other government agency. Rent paid by the occupant is usually based on income and the additional rental cost is covered by the government agency.

Close Window

(S-6) RESPONDENT: PUBLIC HOUSING SCREEN - Updated Wording on Definition Window

PUBLIC HOUSING SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

Is this apartment Public Housing?

Definition YES NO

xx xx xx YES NO

PUBLIC HOUSING -
Housing units which are subsidized and owned or operated by a Federal, State, City, or other government agency. Rent paid by the occupant is usually based on income and the additional rental cost is covered by the government agency.

Close Window

(S-7) WHEN BUILT SCREEN - Addition of '2020 - 2029' to "Select Decade" and "Select Year" Lists

WHEN BUILT SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
 xx xx xx, TONAWANDA, NY, 14223-2470

In what year was this structure built?

Select Decade	Select Year	
Before 1900 >	2020	(The WO needs the actual year built for an important index calculation)
1900 - 1909 >	2021	
1910 - 1919 >	2022	
1920 - 1929 >	2023	
1930 - 1939 >	2024	
1940 - 1949 >	2025	
1950 - 1959 >	2026	
1960 - 1969 >	2027	
1970 - 1979 >	2028	
1980 - 1989 >	2029	
1990 - 1999 >		
2000 - 2009 >		
2010 - 2019 >	DK	
2020 - 2029 >		

YEAR	DECADE
<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text" value="2020 - 2029"/>
<input type="radio"/> DON'T KNOW	
<input type="button" value="CLEAR ALL"/>	

(S-8) LEASE SCREEN - Standard Questions - Lease Agreement & Lease Length Questions

LEASE SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
 xx xx xx, TONAWANDA, NY, 14223-2452

Definition

(Do you, Does the tenant) have a lease or other rental agreement ?

<input type="button" value="YES"/>	<input type="button" value="NO"/>	<input type="button" value="DON'T KNOW"/>	<input type="button" value="REFUSED"/>
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YES
 NO
 DON'T KNOW
 REFUSED

How long is the current lease agreement ?

▼

 Month-to-Month
 12 months
 Other
 Don't Know
 Refused

(S-9) LEASE SCREEN - Standard Questions - Lease Agreement, Lease Length, and Lease Start Date Questions
(12 Months Lease)

LEASE SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
 xx xx xx, SPRINGFIELD, MA, 01104-1918

Definition

(Do you, Does the tenant) have a lease or other rental agreement? YES NO DON'T KNOW REFUSED

YES NO DON'T KNOW REFUSED

How long is the current lease agreement? 12 months

In what month and year did the current lease start?

/

DON'T KNOW REFUSED

DON'T KNOW REFUSED

(S-10) LEASE SCREEN - Standard Questions - Lease, Lease Length, and Lease Start Date Questions
(Other Months Lease- Number of Months)

LEASE SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
 xx xx xx, SPRINGFIELD, MA, 01104-1918

Definition

(Do you, Does the tenant) have a lease or other rental agreement? YES NO DON'T KNOW REFUSED

YES NO DON'T KNOW REFUSED

How long is the current lease agreement? Other Number of months

In what month and year did the current lease start?

/

DON'T KNOW REFUSED

DON'T KNOW REFUSED

(S-11) LEASE SCREEN - Standard Questions - Lease, Lease Length, and Lease Start Date Questions
(Don't Know or Refused Lease Start Date)

LEASE SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
xx xx xx, HOUSTON, TX, 77047-1005

Definition

(Do you, Does the tenant) have a lease or other rental agreement? YES NO DON'T KNOW REFUSED
 YES NO DON'T KNOW REFUSED

How long is the current lease agreement? 12 months

In what month and year did the current lease start? DON'T KNOW REFUSED
 DON'T KNOW REFUSED

(S-12) LEASE SCREEN - Follow-up Questions - Previous Month-to-Month Lease (Still Month-to-Month Lease)

LEASE SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
xx xx xx, HUNTINGTON BEACH, CA, 92646-5524

Definition

Previously, it was reported that there was a month-to-month lease for this apartment. Is that still the case? YES NO DON'T KNOW REFUSED
 YES NO DON'T KNOW REFUSED

(S-13) LEASE SCREEN - Follow-up Questions - Previous Month-to-Month Lease (Not Still Month-to-Month Lease)

LEASE SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
xx xx xx, HUNTINGTON BEACH, CA, 92646-5524

Definition

Previously, it was reported that there was a month-to-month lease for this apartment. Is that still the case ?

YES NO DON'T KNOW REFUSED

YES NO DON'T KNOW REFUSED

(Do you, Does the tenant) have a lease or other rental agreement ?

YES NO DON'T KNOW REFUSED

YES NO DON'T KNOW REFUSED

How long is the current lease agreement ?

Other Number of months 18

In what month and year did the current lease start ?

1 / 2020 DON'T KNOW REFUSED

DON'T KNOW REFUSED

MONTH YEAR

(S-14) LEASE SCREEN - Follow-up Questions - Previous 12 Months Lease or Other Months Lease (New Lease)

LEASE SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
xx xx xx, GILBERT, AZ, 85297-3025

Definition

Previously, it was reported that there was a 12-month lease for this apartment that started in January 2019. Is there a new lease ?

YES NO DON'T KNOW REFUSED

YES NO DON'T KNOW REFUSED

How long is the current lease agreement ?

Other Number of months 18

In what month and year did the current lease start ?

1 / 2020 DON'T KNOW REFUSED

DON'T KNOW REFUSED

MONTH YEAR

(S-15) LEASE SCREEN - Follow-up Questions - Previous 12 Months Lease or Other Months Lease (No New Lease)

LEASE SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
xx xx xx, GILBERT, AZ, 85297-3025

Definition

Previously, it was reported that there was a 12-month lease for this apartment that started in January 2019. Is there a new lease ?

YES NO DON'T KNOW REFUSED

YES NO DON'T KNOW REFUSED

Did the lease for this apartment convert to a month-to-month agreement or will it convert by the end of this month?

YES NO DON'T KNOW REFUSED

YES NO DON'T KNOW REFUSED

(S-16) LEASE SCREEN - Definition Window

LEASE SCREEN

MONTH-TO-MONTH LEASE [Close Window](#)

Month-to-month leases are verbal or written rental agreements that are automatically renewed each month until ended by either the tenant (renter) or the owner (landlord). Month-to-month rental agreements give flexibility to both renters and landlords. For landlords, month-to-month leases allow them to change the rent and control who occupies the property. Renters have the flexibility to move out on short notice.

NO LEASE AGREEMENT

No Lease Agreement, also known as tenancy or estate at will, allows a tenant (renter) to stay at the property for an unspecified length of time, without an oral or written agreement, and the tenancy can be ended by either the tenant or the owner (landlord).

(S-17) LEASE SCREEN - Warning Message Window - Lease End Date Less Than Current Collection Period
 [Lease Not Active]

LEASE SCREEN - PRACTICE COLLECTION

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

914 S 25T
 914 S 25TH ST, Mount Vernon, IL, 62864

Definition

(Do you, Does the tenant) have a lease or other rental agreement? YES NO DON'T KNOW REFUSED

How long is the current lease agreement?

In what month and year did the current lease start? MONTH YEAR DON'T KNOW REFUSED

Housing

The lease agreement has ended based on the length and start date provided. Please update the lease length or start date or explain the situation in a field message.

OK

(S-18) LEASE SCREEN - Warning Message Window - Lease Start Date Less Than the Move-in Date

LEASE SCREEN - PRACTICE COLLECTION

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

107 NE 50 412
 107 NE 50TH COURT 412, Kansas City, MO, 12345

Definition

Previously, it was reported that the month lease for this . Is that still the case?

(Do you, Does the tenant) have a lease or other rental agreement? USED

How long is the current lease agreement? 12 months

In what month and year did the current lease start? 1 / 1900 DON'T KNOW REFUSED

Housing

The start of the lease agreement provided is before the actual move-in date. Please update the lease start date or explain the situation in a field message.

OK

(S-19) LEASE SCREEN LEASE SCREEN - Warning Message Window - Lease Start Date Less Than the Previous Lease End Date

LEASE SCREEN - PRACTICE COLLECTION

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

13 NE 50 732
13 NE 50TH COURT 732, Kansas City, MO, 12345

Definition

Previously, it was reported that the lease for this that started in January lease ?

Housing [X] REFUSED

The lease start date provided is before the month that the current lease agreement was scheduled to end. Please update the lease start date or explain the situation in a field message

OK

How long is the current lease agree s 4

In what month and year did the current lease start ?

2 / 1998 [DON'T KNOW] [REFUSED]

MONTH YEAR [DON'T KNOW] [REFUSED]

(S-20) RENT POD SCREEN - Rental Period - Change 'Daily' to 'Number of Days'

RENT POD

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
xx xx xx, GILBERT, AZ, 85297-3025

RENT AMOUNT
How much rent (are you, is the tenant) paying for this apartment now?
What period of time does that rent cover?

RESPONDENT	On This Date
TENANT PAYS AND PERIOD	9870
SUBSIDY	Select Period <input type="checkbox"/> One Month <input type="checkbox"/> Two Weeks <input type="checkbox"/> One Week <input type="checkbox"/> Number of Days
WORK	<input type="checkbox"/> EST
REVIEW	<input type="checkbox"/> CERT

7 8 9
4 5 6
1 2 3
0 .

(S-21) RENT POD SCREEN - Subsidy Wording

RENT POD									
Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next	
xx xx xx xx xx xx, TONAWANDA, NY, 14223-2470									
SUBSIDY									
Is the rent lower because the landlord receives a subsidy from a government program such as Section 8?									
<input type="radio"/> Yes <input type="radio"/> No									
(IF YES) How much was the subsidy?									
You may have to uncertify current month to make changes.									
RESPONDENT		On This Date							
TENANT PAYS AND PERIOD	987								
	One Month								
SUBSIDY									<input type="checkbox"/> EST
WORK									<input type="checkbox"/> EST
REVIEW									<input type="checkbox"/> CERT

7	8	9
4	5	6
1	2	3
⊗	0	.

(S-22) RENT POD SCREEN - Work Reduction Wording

RENT POD									
Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next	
xx xx xx xx xx xx, TONAWANDA, NY, 14223-2470									
WORK REDUCTION									
Is the rent lower because someone did work for the landlord?									
<input type="radio"/> Yes <input type="radio"/> No									
(IF YES) How much was the reduction?									
You may have to uncertify current month to make changes.									
RESPONDENT		On This Date							
TENANT PAYS AND PERIOD	987								
	One Month								
SUBSIDY	0								<input type="checkbox"/> EST
WORK									<input type="checkbox"/> EST
REVIEW									<input type="checkbox"/> CERT

7	8	9
4	5	6
1	2	3
⊗	0	.

(S-23) RENT POD SCREEN - Display Previous Respondent Information on T-6 Verification Window

RENT POD

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
 xx xx xx, HUNTINGTON BEACH, CA, 92646-5524

REVIEW
(Please review the rent data, making all necessary adjustments. When you are finished, please certify the data.)

VERIFY PREVIOUSLY COLLECTED RENT
(Please verify the rent from the last collection attempt displayed in the second column below. Explain in a field message.)

RESPONDENT	On This Date	In October 2019	RESP: Occupant (Different)
TENANT PAYS AND PERIOD	<input style="width: 100%;" type="text" value="987"/> One Month	<input style="width: 100%;" type="text" value="3200"/> One Month	
SUBSIDY	<input style="width: 100%;" type="text" value="0"/> <input type="checkbox"/> EST	<input style="width: 100%;" type="text" value="0"/> <input type="checkbox"/> EST	
WORK	<input style="width: 100%;" type="text" value="0"/> <input type="checkbox"/> EST	<input style="width: 100%;" type="text" value="0"/> <input type="checkbox"/> EST	
REVIEW	<input style="width: 100%;" type="text" value="987"/> <input checked="" type="checkbox"/> CERT	<input style="width: 100%;" type="text" value="3200"/> <input checked="" type="checkbox"/> CERT	

7	8	9
4	5	6
1	2	3
ⓧ	0	.

(S-24) UNIT OCCUPANT SCREEN - Move-in Date Wording (Same Occupant)

UNIT OCCUPANT SCREEN

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

xx xx xx
 xx xx xx, DECATUR, IL, 62526-3488

****(Since the last collection period, is the occupancy...?)****

Same
 Different - Please update Name and enter a Move-In Date
 Vacant

OCCUPANT	Update Occupant Info	xx	06/2016
xx	PHONE: EXT. xx	ALT. PHONE: EXT. xx	
CONTACT TIME:			

****(If necessary, please update the Move-In Date for this occupant)****

06	/	2016
MONTH		YEAR

(S-25) UNIT OCCUPANT SCREEN - Move-in Date Wording (Different Occupant)

UNIT OCCUPANT SCREEN

xx xx xx
 xx xx xx, DECATUR, IL, 62526-3488

*** (Since the last collection period, is the occupancy...?) ***

Same
 Different - Please update Name and enter a Move-In Date
 Vacant

OCCUPANT	<input type="text" value="Update Occupant Info"/>	<input type="text" value="xx"/>	06/2016
PHONE:	EXT. xx	ALT. PHONE:	EXT. xx
CONTACT TIME:			

When did the person, who has lived in this apartment the longest, move in?

/

 MONTH YEAR

(S-26) UNIT FACESHEET - Structure Type

UNIT FACESHEET

xx xx xx
 xx xx xx, DECATUR, IL, 62526-3488

SSR	HOUSING UNIT CODE	INDEX PSU	SEGMENT	SECTOR	LINE
HO2	4017928	B230	A0028	1	2
COLLECTION PERIOD	2020/04	PANEL	4	INTERVIEWTYPE	SP

UNIT ADDRESS	<input style="width: 90%;" type="text" value="xx xx xx"/>	<input style="width: 80%;" type="text" value="xx"/>	<input style="width: 90%;" type="text" value="xx"/>
	<input style="width: 90%;" type="text" value="DECATUR"/>	<input style="width: 80%;" type="text" value="IL"/>	<input style="width: 90%;" type="text" value="62526-3488"/>
COMPLEX NAME	<input style="width: 95%;" type="text" value="xx"/>		
ELEVATOR	<input style="width: 80%;" type="text"/>	STRUCTURE TYPE	<input style="width: 95%;" type="text"/> <ul style="list-style-type: none"> SINGLE ATTACHED MOBILE HOME TRAILER MULTI-UNIT WITH ELEVATOR (please update) MULTI-UNIT WITHOUT ELEVATOR (please update) MULTI, 2 UNITS MULTI, 3 to 4 UNITS MULTI, 5 to 9 UNITS MULTI, 10 to 19 UNITS
REASON FOR THE STRUCTURE CHANGE	<input style="width: 95%;" type="text"/>		

Unit
 Occ/Resp/EA
 Ltid/Mgr/Auth
 Messages

(S-27) UNIT FACESHEET - Elevator

SSR	HOUSING UNIT CODE	INDEX PSU	SEGMENT	SECTOR	LINE
HO4	4020371	S48A	B0110	1	84
COLLECTION PERIOD	2020/04	PANEL	4	INTERVIEW TYPE	SP
UNIT ADDRESS	xx xx		xx		
COMPLEX NAME	xx				
ELEVATOR	<input type="text" value="YES"/> <input type="text" value="YES"/> <input type="text" value="NO"/> <input type="text" value="DON'T KNOW"/>		STRUCTURE TYPE	<input type="text" value="MULTI, 10 to 19 UNITS"/>	
MAP					

(S-28) UNIT FACESHEET - Structure Type, Elevator, and Other Structure Type-Related Fields

SSR	HOUSING UNIT CODE	INDEX PSU	SEGMENT	SECTOR	
HO4	4020371	S48A	B0110	1	
COLLECTION PERIOD	2020/04	PANEL	4	INTERVIEW TYPE	
UNIT ADDRESS	xx xx		xx		
COMPLEX NAME	xx				
ELEVATOR	<input type="text" value="YES"/>		STRUCTURE TYPE	<input type="text" value="OTHER-SPECIFY"/>	
SPECIFY STRUCTURE TYPE	<input type="text" value="Other Type of Structure"/>				