U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-8000

Mr. Joseph Nye
OMB Desk Officer
Office of Management and Budget
New Executive Office Building
Washington, DC 20503

Dear Mr. Nye:

The Department is seeking emergency review of the Paperwork Reduction Act requirements for OMB 2502-0619, "COVID-19 Supplemental Payments" collection. The 60-Day Notice was published on August 30, 2021, and the 30-Day Notice has been requested pending publication. This is an emergency revision request, and the collection expires on May 31, 2022.

In compliance with the requirements of 5 CFR 1320.13, this letter requests emergency processing within **2** days from the date of the request. This emergency processing is essential to allow property owners to receive reimbursement for property cost increases related to COVID-19. The Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (Pub. L. 116-136) provided an additional $1 billion under the heading *Project-Based Rental Assistance* (PBRA) for Section 8 properties, $50 million under the heading *Housing for the Elderly* (Section 202), and $15 million under the heading *Housing for Persons with Disabilities* (Section 811) to "prevent, prepare for, and respond to coronavirus, including to provide additional funds to maintain normal operations and take other necessary actions during the period that the program is impacted by coronavirus." A portion of these appropriations are being provided via a special payment process that supplements amounts provided under existing Section 8, Section 202, and Section 811 rental assistance contracts administered by the Office of Multifamily Housing. To facilitate provision of funds, HUD created a new form in the monthly payment voucher series, labeled Form 52671-E, which was assigned OMB collection number 2502-0619 in July 2020. HUD has completed four funding request cycles in August and December 2020, April 202, and March that successfully utilized the form, with minor updating of the form for each round of funding.

Under the most recent funding round HUD made allowances for owners to submit CSP funding requests on the HUD 52671-E that relied on owner purchase contracts for certain types of capitalized equipment (HVAC, emergency generators, and Wi-fi). In instances where these equipment purchases had not yet been delivered and/or installed at the time the owner's CSP request was submitted, HUD provided conditional funding approvals with disbursement subject to receipt of certification from the owner that equipment installation was complete. The approved information collection recognized the need to collect this additional certification but did not specify a format or procedure for submitting. The revision request will establish the use of a DocuSign template to request and gather certification information from property owners. Also included in this revision request are planned edits to the HUD-52671-E to support receipt of a fifth round of CSPs this spring. Edits will include change to dates, Housing Notice cross references, insertion of a new

budget line for outdoor seating area costs, and other minor updates to the owner's certifications. None of the changes are projected to materially impact burden hours for respondents.

The Office of Multifamily Housing Programs has been working closely with HUD's Information Technology team to complete preparations for the use of DocuSign and are ready to send the file out to owners upon receipt of approval from OMB. A delay in HUD's ability to collect the certifications and release payments may create temporary operating shortfalls for the properties or cause them to incur additional financing charges while awaiting the CSP reimbursement from HUD. Considering the non-profit nature of many recipient organizations, it is our wish to release funds to owners from these emergency appropriations without any unnecessary delay.

Thank you for your consideration and assistance.

Sincerely,

Ethan Handelman
Deputy Assistant Secretary for
Multifamily Housing Programs

Enclosures