



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

OFFICE OF HOUSING

Ms. Jamie Dickinson  
OMB Policy Analyst  
Office of Management and Budget  
Office of Information and Regulatory Affairs  
New Executive Office Building  
Washington, DC 20503

RE: Request for extension of emergency PRA approval for OMB Control Number 2502-0620  
(*FHA Catalyst*: Multifamily Application Portal)

Dear Ms. Dickinson:

The Department of Housing and Urban Development's (HUD) Office of Multifamily Housing Programs (MFH) is requesting an extension of the emergency Paperwork Reduction Act (PRA) approval (OMB Control Number 2502-0620) granted on November 17, 2020 for the *FHA Catalyst*: Multifamily Application Portal ("*FHA Catalyst*"), to allow MFH to continue to operate and collect information through the *FHA Catalyst* system while completing the remainder of the full PRA process.

The [60-Day Notice](#) for the *FHA Catalyst* information collection was published on July 1, 2021 and comments are due by August 31, 2021. MFH will finish the remainder of the full PRA process as expeditiously as possible once the comment period ends.

*FHA Catalyst* was developed by MFH to give FHA multifamily lenders the ability to submit applications and related documents electronically and securely through a centralized, web-based portal, as part of a larger effort to modernize FHA's IT systems. *FHA Catalyst* is also part of MFH's solution to fully comply with the electronic records requirements of OMB Memorandum M-19-21 by December 31, 2022.

Prior to *FHA Catalyst*, multifamily lenders mailed paper applications and electronic applications on USB drives to HUD offices, and since the start of the COVID-19 national emergency, MFH also been accepting electronic applications via Dropbox and similar cloud file storage services utilized by lenders. Each of these existing submission methods present a security risk, so *FHA Catalyst* was developed in response and has been in use optionally by multifamily lenders since November 2020.

MFH will soon require the use of *FHA Catalyst* by multifamily lenders for application submissions, and there is an urgent need to continue to collect information through the system to reduce risk and continue operations electronically while full PRA approval is being obtained. Both public and HUD users are very pleased with the *FHA Catalyst* system, and it has been allowed MFH to operate more efficiently during the COVID-19 national emergency and simultaneous record FHA multifamily application volume.

MFH appreciates your consideration of this request to extend the emergency PRA approval of the *FHA Catalyst: Multifamily Application Portal* (OMB Control Number 2502-0620) while MFH completes the remainder of the full PRA process as expeditiously as possible. If you have any questions regarding this request, please contact Scott Greuel, Director, Program Administration Division, Multifamily Production, at 202-402-5346 or [scott.r.greuel@hud.gov](mailto:scott.r.greuel@hud.gov).

Sincerely,

Ethan Handelman  
Deputy Assistant Secretary for  
Multifamily Housing Programs