**Paperwork Reduction Act**

# Change Worksheet

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Agency/Subagency:  **U.S. Department of Housing and Urban Development** | | | OMB Control Number:  2577-0029 | |
| Enter only items that change | | Current Record | | New Record\*\* |
| Agency form number(s):  HUD-52723, HUD-52722 | |  | |  |
| **Annual reporting and keeping hour burden** | |  | |  |
| Number of respondents | N/A | | N/A |
| Total annual responses | 14,000 | | 14,000 |
| Percent of these responses collected electronically | 100 % | | 100 % |
| Total annual hours | 10,500.00 | | 10,500.00 |
| Difference |  | | 0.00 |
| Explanation of difference  Program change  Adjustment |  | |  |
| **Annual reporting and recordkeeping cost burden** (in thousands of dollars) | |  | | No Difference |
| Total annualized Capital/Startup costs | N/A | | N/A |
| Total annual costs (O&M) |  | |  |
| Total annualized cost requested |  | |  |
| Difference |  | |  |
| Explanation of difference  Program change  Adjustment |  | |  |

Other change:

HUD-52723:

* Added two new checkbox selections to Section 1 box 3: Type of Submission for “QC Submission” and “Revision.” This box is auto populated.
* Added checkbox selections to Section 2 for “First of Month” and “Last of Month.”
* Changed Section 1 box 9 from “Financial Analyst” to “HUD Staff” This box is auto populated with the name of the HUD staff to review the form.
* Changed “Section 4: Remarks” to “Section 4 – Comments” to be consistent with instructions.
* Updated instructions to the form that improved clarity and noted which line items were auto populated. The previous instructions made it seem that the public housing authority (PHA) were required to enter data or calculate fields for the auto populated fields.

HUD-52722:

* Added two new checkbox selections to Section 1 box 3: Type of Submission for “QC Submission” and “Revision.” This box is auto populated.
* Changed “Section 10 – Remarks” to “Section 10 – Comments” to be consistent with instructions.
* Updated instructions to the form that improved clarity and Replaced “development” with “project.”noted which line items were auto populated. The previous instructions made it seem that the public housing authority (PHA) were required to enter data or calculate fields that the form auto populated. Replaced “development” with “project.”