

**Small Rural Frozen Rolling Base (SRFRB)**  
Election and Revision

**U.S. Department of Housing and Urban Development**  
Office of Public and Indian Housing  
OMB Approval No. XXXX-XXXX (exp. XX/XX/20XX)

**Paperwork Reduction Act Burden Statement:**

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Housing and Urban, Office of the Chief Data Officer, Attention: Departmental Clearance Officer, 451 7th Street SW. Room, Washington, DC 20410. HUD may not conduct or sponsor, and no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. HUD reviews the information to calculate and freeze project utility consumption for PHA's electing to participate in SRFRB. PHAs provide their participation term ranging from one to twenty years and can request a heating degree day adjustment to the consumption data used in HUD's calculation. The PHA can use SRFRB cost savings any eligible public housing purpose at the PHA's discretion.

<b>HUD Use Only</b> Application ID    Version	<b>1. Calander Year</b> YYYY	<b>2. Transaction Type</b> <input type="checkbox"/> Initial request <input type="checkbox"/> Removing units <input type="checkbox"/> Change in resident paid utilities <input type="checkbox"/> Change in fuel source	
<b>3. PHA Code</b> <b>4. PHA Name</b>	<b>5. Development Code</b>		

<b>6. Start Year</b> YYYY	<b>7. End Year</b> YYYY	<b>8. Removed Year</b> YYYY	<b>9. Future Eligibility Year</b> YYYY
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<b>10. Utility Type</b>	<b>11. Utility Category</b> Non Frozen
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**12. Frozen Rolling Base Calculation**

	a. Base year 1	b. Base year 1	c. Base year 1	d. Requested average consumption
Requested actual consumption				
Requested unit of consumption				

**11. Heating Degree Day (HDD) Adjustment**

a. Request heating degree adjustment? Yes/No	b. Requested heating degree adjustment value
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**12. Section 30 Review**

a. Do you intend to have financing? Yes/No	b. Are you placing a lien (i.e. security interest) on the Public Housing Property? Yes/No
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**13. Revision Request**

a. New requested consumption	b. New utility type
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**14. Comments**



## Instructions

This form is used by eligible Public Housing Agencies (PHAs) to elect to participate in the Small Rural Frozen Rolling Base (SRFRB) program, revise participation in SRFRB, and end participation in SRFRB.

PHAs eligible to enter the SR-FRB program must meet the definition of both small and rural at the time they elect to participate, as defined by the Economic Growth Act. Pursuant to the Federal Register Notice, Economic Growth, Regulatory Relief, and Consumer Protection Act: Initial Guidance on Property Inspections and Environmental Review, 85 F.R. 11381 (February 27, 2020), HUD defines small rural PHAs as those that meet the following criteria:

Administers 550 or fewer combined public housing units and vouchers under Section 8(o); and

Has a primary administrative building with a physical address in a rural area as described in 12 C.F.R. 1026.35(b)(2)(iv)(A); or has more than 50 percent of its combined public housing units and voucher units (Housing Choice Voucher and Project Based Voucher) under Section 8(o) located in rural areas as described in 12 C.F.R. 1026.35(b)(2)(iv)(A). 85 F.R. 11382.

Alternative Operating Subsidy (AOS) Moving to Work (MTW) agencies where their MTW Agreements modify the Utility Expense Level (UEL) are not eligible to participate in the SR-FRB program. A PHA project is not eligible to receive both an Energy Performance Contract (EPC) incentive and a SRFRB incentive, at the same project, in the same year.

The SRFRB program applies only to PHA-paid utilities included the UEL reported in Form HUD5-2722. Utilities include electricity, gas, heating fuel, water, and sewerage services. Utilities billed on a flat rate, rather than actual consumption, are not eligible for participation in the SRFRB program. Resident paid utilities are not eligible for the SRFRB program.

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1. **Calendar Year.** The calendar year the PHA election to start participating in the SRFRB program or the year changes to the PHA's participation takes starts.

2. **Transaction Type.** Describes the type of election or change to the PHA's SRFRB participation. Transaction types include initial request, removing of units, change in resident paid utilities, and change in fuel source.

3. **PHA Code.** The PHA code.

4. **PHA Name.** The PHA's name.

5. **Development Code.** The development (also called the project or AMP) code for which this form is submitted.

6. **Start Year.** The funding year the PHA first claims SRFRB incentives for the development.

7. **End Year.** The final funding year the PHA may claim SRFRB incentives for the development.

8. **Removed Year.** The funding year the PHA elects to leave the SRFRB program.

9. **Future Eligibility Year.** The funding year the PHA is eligible to reenter the SRFRB program.

10. **Utility Type.** Description of the utility (i.e. Sewerage and Water, Electricity, Gas).

11. **Utility Category.** Describes the utility's rolling base consumption category. This must be "Non Frozen."

### 12. Frozen Rolling Base Calculation.

- a. **Base Year 1:**  
Requested actual consumption. The actual or adjusted consumption during the 12-month period ending June 30th that is 18 months before the first day of the SRFRB start year.  
  
Requested unit of consumption. The unit of consumption (e.g. gallons, kWh, therms)
- b. **Base Year 2:**  
Requested actual consumption. The actual or adjusted consumption during the 12-month period ending June 30th that is 30 months before the first day of the SRFRB start year.  
  
Requested unit of consumption. The unit of consumption (e.g. gallons, kWh, therms)
- c. **Base year 3:**  
Requested actual consumption. The actual or adjusted consumption during the 12-month period ending June 30th that is 42 months before the first day of the SRFRB start year.  
  
Requested unit of consumption. The unit of consumption (e.g. gallons, kWh, therms)
- d. **Requested average consumption.** The average of Year 1, Year 2, and Year 3 consumption. The PHA will freeze their rolling base consumption at this value during the term of their SRFRB participation.

Requested average unit of consumption. The unit of consumption (e.g. gallons, kWh, therms).

- b. New utility type. If the PHA makes a change in heating fuel source, enter the new utility (i.e. natural gas, electricity).

**13. Heating Degree Day (HDD) Adjustment.** PHAs can request a one-time HDD adjustment at the initial request to participate to account for weather variations. HDD adjustments is applicable to the utility that provides heat to the building(s) and shall only impact the heating load portion of that utility and results in a change in utility consumption of more than ten percent.

- a. Request heating degree adjustment? Select "Yes" if the PHA requests an HDD adjustment, or select "no."
- b. Requested heating degree adjustment value. Enter the HDD adjustment. Note: The PHA should submit supporting documentation recommended by HUD to support the HDD adjustment.

**16. Comments.** Enter comments applicable to the form.

**14. Section 30 Review.**

- a. Do you intend to have financing? Select "Yes" if the PHA will undertake financing for energy or water conservation improvements to participate in the SRFBR program, or select "No."
- b. Are you placing a lien (i.e. security interest) on the Public Housing Property? Select "Yes" if the financing requires a security interest or other encumbrance in or on a public housing property or select "No." If "Yes," PHA is required to obtain written approval from HUD of the security interest or encumbrance pursuant to Section 30 of the U.S. Housing Act of 1937. Note: The PHA should submit supporting documentation recommended by HUD to demonstrate HUD's approval.

**15. Revision Request.** PHAs may revise their SRFBR for removing units, changes in resident responsibilities for paying utilities, and changes to the heating fuel source.

- a. New requested consumption. If the PHA selected the transaction type removing of units, change in resident paid utilities, and change in fuel source, enter the new requested. Note: The PHA should submit supporting documentation recommended by HUD to support the revision request.