

Forms Revision Chart
OMB ICR 2502-0622
HUD FORM 9902
Housing Counseling Agency Activity Report

| LOCATION | CURRENT TEXT | REVISED TEXT |
|-----------------------------|---|---|
| Every page, Bottom right | | Form HUD 9902 (2/2024) |
| p.4, #12 | <p>Authorization</p> <p>Submission of this form constitutes a certification by the individual listed that the information provided on the form and in any accompanying documentation is true and accurate. The submission is an acknowledgement that making, presenting, or submitting a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment.</p> | <p>Authorization</p> <p>I/We, the undersigned, certify under penalty of perjury that the information provided above is true, accurate, and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §§3729, 3802).</p> |
| p.4 Bottom half of page | <p>Public reporting burden for this collection of information is estimated to average .375 hours per response.</p> <p>The HUD-9902 form is transmitted 100% electronically. The housing counseling agency can either input data directly into HUD’s Housing Counseling System (HCS) or submit through its own Client Management System (CMS) using the Agency Reporting Module connection to HUD’s HCS. With universal CMS use, the HUD-9902 will populate automatically based on electronic client files. Consequently, the estimated burden hour per response includes logging in and the time necessary to send the document electronically (estimated time: 15 minutes).</p> <p>An agency may not conduct or sponsor, and a person is not required to submit an information collection unless that collection displays a valid OMB control number.</p> <p>This information is collected in connection with HUD’s Housing Counseling Program and will be used by HUD to collect performance and outcome data related to HUD’s Housing Counseling Program. Additionally, the data collected on form HUD-9902 plays a key role in analyzing performance and capacity during the Office of Housing Counseling’s Notice of Funding Availability (NOFA) process. The information is required to obtain funding under Section 106 of</p> | <p>BURDEN STATEMENT</p> <p>Public reporting burden for this collection of information is currently estimated to average .36 hours per response. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, R, 451 7th St SW, Room 4176, Washington, DC 20410-5000 or email: PaperworkReductionActOffice@hud.gov. When providing comments, please refer to OMB Approval 2502-0622. Do not send completed forms to this address. An agency may not collect this information and a person is not required to complete this form unless it displays a valid OMB control number.</p> <p>The HUD-9902 form is transmitted 100% electronically. This information is collected in connection with HUD’s Housing Counseling Program and will be used by HUD to collect performance and outcome data related to HUD’s Housing Counseling Program. Additionally, the data collected on form HUD-9902 is required to obtain funding under Section 106 of the Housing and Community Development Act of 1974 and plays a key role in analyzing performance and capacity during the Office of Housing Counseling’s Notice of Funding Opportunity (NOFO) process.</p> |

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| | <p>the Housing and Community Development Act of 1974.</p> <p>The information is considered sensitive and is protected by the Privacy Act which requires the records to be maintained with appropriate administrative, technical, and physical safeguards to ensure their security and confidentiality.</p> | |
| P. 11 | <p>12. Authorization - Submission of this form constitutes a certification by the Agency Official listed that the information provided on the form and in any accompanying documentation is true and accurate. The submission is an acknowledgement that making, presenting, or submitting a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment. Enter the requested information regarding the Agency Official who has inputted the HUD-9902 data.</p> | |