**Voucher for Payment of US Department of Housing** OMB Approval No. 2577-0282

**Annual Contributions and and Urban Development** (Exp. 03/31/2025)

**Operating Statement** Office of Public and Indian Housing

Housing Assistance Payments Program
Supplemental Reporting Form

Public reporting burden for this collection of information is estimated to average 1.50 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. Assurances of confidentiality are not provided under this collection. Authority for this collection of information is the Housing and Community Development Act of 1987. Housing Agencies (HAs) required to maintain financial reports in accordance with accepted accounting standards to permit timely and effective audits. The financial records identify the amount of annual contributions that are received and disbursed by HAs. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

|  |  |
| --- | --- |
| **HA Number:** | **HA Name: HA FYE:** |
| **Submission Type:** | **Original Submission Revised Submission Special Submission** |
|   |
| **Housing Choice Voucher Program – Utilization and Administrative Fee and Expense Reporting** |
|   |
|   |
| **Vouchers under lease on the First Day of the Month:** |
| **UML:** |   |
| Rental Assistance Demonstration 1– Public Housing Conversion |   |
| Rental Assistance Demonstration 2- Mod Rehab, Rent Supp, RAP Conversion |   |
| Rental Assistance Demonstration 3 –PRAC Conversion |   |
| Litigation |   |
| Homeownership |   |
| New This Month |   |
| Moving To Work |   |
| One Year Mainstream – MTW |   |
| Family Unification – Non MTW |   |
| Family Unification – Pre2008 - MTW |   |
| Family Unification – 2008/Forward - MTW |   |
| Non-Elderly Disabled – Non-MTW |   |
| Non-Elderly Disabled – 2008/Forward - MTW |   |
| Portable Vouchers Paid |   |
| Hope VI |   |
| Tenant Protection |   |
| Enhanced Vouchers |   |
| Veterans Affair Supported Housing (VASH) Voucher |   |
| DHAP to HCV Vouchers Leased |   |
| Foster Youth to Independence |   |
| Mobility Demonstration |   |
| Housing Stability Vouchers |   |
| Emergency Transfer Vouchers for VAWA |   |
| All Other Vouchers |   |
| Total Vouchers |   |
|   |   |
| **HAP Expenses:** |   |
| Rental Assistance Demonstration 1– Public Housing Conversion |   |
| Rental Assistance Demonstration 2- Mod Rehab, Rent Supp, RAP Conversion |   |
| Rental Assistance Demonstration 3 – PRAC Conversion |   |
| Litigation |   |
| Homeownership |   |
| New This Month |   |
| Moving To Work |   |
| One Year Mainstream – MTW |   |
| Family Unification – Non MTW |   |

Page **1** of **17 Form HUD-52681-B (03/2023)**

|  |  |  |
| --- | --- | --- |
| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

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| **HAP Expenses (cont.):** |   |
| Family Unification – 2008/Forward - MTW |   |
| Non-Elderly Disabled – Non-MTW |   |
| Non-Elderly Disabled – 2008 Forward - MTW |   |
| Portable Vouchers Paid |   |
| Hope VI |   |
| Tenant Protection |   |
| Enhanced Vouchers |   |
| Veterans Affair Supported Housing (VASH) Voucher |   |
| DHAP to HCV Vouchers Leased |   |
| All Other Vouchers |   |
| MTW – Family Unification 2008/Forward HAP expenses after the First of the Month |   |
| MTW – Family Unification per-2008 HAP After the First of the Month |   |
| MTW – Non-Elderly Disabled 2008/Forward HAP Expenses after the First of the Month |   |
| MTW – VASH HAP Expenses after the First of the Month |   |
| MTW – One Year Mainstream HAP After the First of the Month |   |
| HCV – FSS Escrow Deposits |   |
| HCV – All Voucher HAP Expenses After the First of Month |   |
| Foster Youth to Independence |   |
| Mobility Demonstration |   |
| Housing Stability Vouchers |   |
| Emergency Transfer Vouchers for VAWA |   |
| MTW – Foster Youth to Independence HAP Expenses After the First of the Month |   |
| MTW – Mobility Demonstration HAP Expenses After the First of the Month |   |
| MTW – Housing Stability Vouchers HAP Expenses After the First of the Month |   |
| MTW – Emergency Transfer Vouchers for VAWA HAP Expenses After the First of the Month |   |
| Total Vouchers |   |
|   |   |
| **Other Voucher Reporting Requirements:** |   |
| **UML:** |   |
| HCV Number of Vouchers Under Lease (HAP Contract) on the last day of the month |   |
| HA Owned Units Leased – included in the units leased above |   |
| HCV New Vouchers Issued but not under HAP contract as of the last day of month |   |
| Portable Vouchers Administered (Port-In) |   |
| Mainstream |   |
| Number of PBVs under AHAP and not under HAP |   |
| Number of PBVs under HAP and Leased |   |
| Number of PBVs under HAP and not Leased |   |
| Number of PBVs under HAP and not Leased with vacancy payment and associated vacancy HAP expense |   |

Page **2** of **17 Form HUD-52681-B (03/2023)**

|  |  |  |
| --- | --- | --- |
| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577- 0282 (Exp. 03/31/2025) |
| Mainstream – Number of New Vouchers Issued but not Under HAP Contract as of the last day of the month |   |
| Housing Stability Vouchers – Number of New Vouchers Issued but not Under HAP Contract as of the last day of the month |   |
|   |   |
| **HAP Expenses:** |   |
| Portable Vouchers Administered (Port-In) |   |
| Mainstream |   |
| HCV HAP Spent on Permissive Deductions |   |
| Mainstream HAP Spent on Permissive Deductions |   |
| Number of PBVs under HAP and not Leased with vacancy payment and associated vacancy HAP expense |   |
| Project Based Vouchers – Total HAP Expenses |   |
| Mainstream – HAP Expenses After the First of the Month |   |
| Mainstream – FSS Escrow Deposits |   |
| Adjustment Funding- Per Unit Cost |   |
| Inc easeAdjustment Funding- Shortfall |   |
| Adjustment Funding- Per Unit Cost Increase MS Program |   |
| Adjustment Funding- Shortfall MS Program |   |
|   |   |

Page **3** of **17 Form HUD-52681-B (03/2023)**

|  |  |  |
| --- | --- | --- |
| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

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| --- | --- |
| **Memorandum Reporting:** |   |
| **UML:** |   |
| Number of Hard to House Families Leased |   |
|   |   |
| **HAP Expenses:** |   |
| HCV – Fraud Recovery Total Collected this Month |   |
| Interest or other income earned this month from the investment of HAP funds and Net Restricted Assets |   |
| HCV – FSS Escrow Forfeitures |   |
| Portable HAP costs Billed and Unpaid – 90 Days or older |   |
| Mainstream – FSS Escrow Forfeitures this Month |   |
| Mainstream – Fraud Recovery Total Collected this Month |   |
| Non-HAP Spent on Permissive Deductions |   |
| **Administrative Expenses:** |   |
| **HAP Expenses:** |   |
| Non-MTW Administrative Expenses |   |
| Audit |   |
| Mainstream- Administrative Expenses |   |
| Mobility Demonstration Services Expenditures |   |
| Housing Mobility- Related Service Expenditures |   |
| Housing Mobility- Related Service Expenditures (MTW) |   |
| **Financial** |   |
| **Status:****HAP Expenses:** |   |
| HCV – Unrestricted Net Position Funds (UNP) as of the Last Day of the Month |   |
| HCV – Restricted Net Position Funds (RNP) as of the Last Day of the Month |   |
| HCV – Cash/Investment as of the Last Day of the Month |   |
| Mainstream - Unrestricted Net Position Funds (UNP) as of the Last Day of the Month |   |
| Mainstream – Restricted Net Position Funds (RNP) as of the Last Day of the Month |   |
| Mainstream – Cash/Investment as of the Last Day of the Month |   |
| **MTW:** |   |
| **HAP Expenses:** |   |
| MTW – Public Housing Operating Subsidy Eligible Expenses |   |
| MTW – Capital Fund Eligible Expenses |   |
| MTW – Local, Non-Traditional (LNT) Program |   |
| MTW – HCV Administrative Fee Expenses |   |
| MTW – HCV Administrative Expenses Using HAP |   |
|   |   |

Page **4** of **17 Form HUD-52681-B (03/2023)**

|  |  |  |
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| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

|  |  |
| --- | --- |
| **Other - Unspent Funds Fund Source 1** |   |
| **Misc.:** |   |
| Unspent Fund Source (HCV, CAP, OP or MTW) – 1 |   |
| Type of Account – 1 |   |
| Activity – 1 |   |
| Funds Committed – 1 |   |
| Type of Commitment – 1 |   |
| Date of Commitment – 1 (MM/DD/YYYY) |   |
| Funds Obligated – 1 |   |
| Type of Obligation – 1 |   |
| Date of Obligation – 1 (MM/DD/YYYY) |   |
| Funds Expended from Commitment/Obligation – 1 |   |
| Projected Date of Full Expenditure – 1 (MM/DD/YYYY) |   |
|   |   |
| **Other - Unspent Funds Fund Source 2** |   |
| **Misc.:** |   |
| Unspent Fund Source (HCV, CAP, OP or MTW) – 2 |   |
| Type of Account – 2 |   |
| Activity – 2 |   |
| Funds Committed – 2 |   |
| Type of Commitment – 2 |   |
| Date of Commitment – 2 (MM/DD/YYYY) |   |
| Funds Obligated – 2 |   |
| Type of Obligation – 2 |   |
| Date of Obligation – 2 (MM/DD/YYYY) |   |
| Funds Expended from Commitment/Obligation – 2 |   |
| Projected Date of Full Expenditure – 2 (MM/DD/YYYY) |   |

Page **5** of **17 Form HUD-52681-B (03/2023)**

|  |  |  |
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| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

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| **Other - Unspent Funds Fund Source 3** |   |
| **Misc.:** |   |
| Unspent Fund Source (HCV, CAP, OP or MTW) – 3 |   |
| Type of Account – 3 |   |
| Activity – 3 |   |
| Funds Committed – 3 |   |
| Type of Commitment – 3 |   |
| Date of Commitment – 3 (MM/DD/YYYY) |   |
| Funds Obligated – 3 |   |
| Type of Obligation – 3 |   |
| Date of Obligation – 3 (MM/DD/YYYY) |   |
| Funds Expended from Commitment/Obligation – 3 |   |
| Projected Date of Full Expenditure – 3 (MM/DD/YYYY) |   |
|   |   |
| **Other - Unspent Funds Fund Source 4** |   |
| **Misc.:** |   |
| Unspent Fund Source (HCV, CAP, OP or MTW) – 4 |   |
| Type of Account – 4 |   |
| Activity – 4 |   |
| Funds Committed – 4 |   |
| Type of Commitment – 4 |   |
| Date of Commitment – 4 (MM/DD/YYYY) |   |
| Funds Obligated – 4 |   |
| Type of Obligation – 4 |   |
| Date of Obligation – 4 (MM/DD/YYYY) |   |
| Funds Expended from Commitment/Obligation – 4 |   |
| Projected Date of Full Expenditure – 4 (MM/DD/YYYY) |   |

Page **6** of **17 Form HUD-52681-B (03/2023)**

|  |  |  |
| --- | --- | --- |
| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

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| **Other - Unspent Funds Fund Source 5** |   |
| **Misc.:** |   |
| Unspent Fund Source (HCV, CAP, OP or MTW) – 5 |   |
| Type of Account – 5 |   |
| Activity – 5 |   |
| Funds Committed – 5 |   |
| Type of Commitment – 5 |   |
| Date of Commitment – 5 (MM/DD/YYYY) |   |
| Funds Obligated – 5 |   |
| Type of Obligation – 5 |   |
| Date of Obligation – 5 (MM/DD/YYYY) |   |
| Funds Expended from Commitment/Obligation – 5 |   |
| Projected Date of Full Expenditure – 5 (MM/DD/YYYY) |   |
|   |   |
| **Other - Unspent Funds Fund Source 6** |   |
| **Misc.:** |   |
| Unspent Fund Source (HCV, CAP, OP or MTW) – 6 |   |
| Type of Account – 6 |   |
| Activity – 6 |   |
| Funds Committed – 6 |   |
| Type of Commitment – 6 |   |
| Date of Commitment – 6 (MM/DD/YYYY) |   |
| Funds Obligated – 6 |   |
| Type of Obligation – 6 |   |
| Date of Obligation – 6 (MM/DD/YYYY) |   |
| Funds Expended from Commitment/Obligation – 6 |   |
| Projected Date of Full Expenditure – 6 (MM/DD/YYYY) |   |

Page **7**of **1 7 Form HUD-52681-B (03/2023)**

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| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

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| **Other - Unspent Funds Fund Source 7** |   |
| **Misc.:** |   |
| Unspent Fund Source (HCV, CAP, OP or MTW) – 7 |   |
| Type of Account – 7 |   |
| Activity – 7 |   |
| Funds Committed – 7 |   |
| Type of Commitment – 7 |   |
| Date of Commitment – 7 (MM/DD/YYYY) |   |
| Funds Obligated – 7 |   |
| Type of Obligation – 7 |   |
| Date of Obligation – 7 (MM/DD/YYYY) |   |
| Funds Expended from Commitment/Obligation – 7 |   |
| Projected Date of Full Expenditure – 7 (MM/DD/YYYY) |   |
|   |   |
| **Other - Unspent Funds Fund Source 8** |   |
| **Misc.:** |   |
| Unspent Fund Source (HCV, CAP, OP or MTW) – 8 |   |
| Type of Account – 8 |   |
| Activity – 8 |   |
| Funds Committed – 8 |   |
| Type of Commitment – 8 |   |
| Date of Commitment – 8 (MM/DD/YYYY) |   |
| Funds Obligated – 8 |   |
| Type of Obligation – 8 |   |
| Date of Obligation – 8 (MM/DD/YYYY) |   |
| Funds Expended from Commitment/Obligation – 8 |   |
| Projected Date of Full Expenditure – 8 (MM/DD/YYYY) |   |

Page **8** of **17 Form HUD-52681-B (03/2023)**

|  |  |  |
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| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

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| **Other - Unspent Funds Fund Source 9** |   |
| **Misc.:** |   |
| Unspent Fund Source (HCV, CAP, OP or MTW) – 9 |   |
| Type of Account – 9 |   |
| Activity – 9 |   |
| Funds Committed – 9 |   |
| Type of Commitment – 9 |   |
| Date of Commitment – 9 (MM/DD/YYYY) |   |
| Funds Obligated – 9 |   |
| Type of Obligation – 9 |   |
| Date of Obligation – 9 (MM/DD/YYYY) |   |
| Funds Expended from Commitment/Obligation – 9 |   |
| Projected Date of Full Expenditure – 9 (MM/DD/YYYY) |   |
|   |   |
| **Other - Unspent Funds Fund Source 10** |   |
| **Misc.:** |   |
| Unspent Fund Source (HCV, CAP, OP or MTW) – 10 |   |
| Type of Account – 10 |   |
| Activity – 10 |   |
| Funds Committed – 10 |   |
| Type of Commitment – 10 |   |
| Date of Commitment – 10 (MM/DD/YYYY) |   |
| Funds Obligated – 10 |   |
| Type of Obligation – 10 |   |
| Date of Obligation – 10 (MM/DD/YYYY) |   |
| Funds Expended from Commitment/Obligation – 10 |   |
| Projected Date of Full Expenditure – 10 (MM/DD/YYYY) |   |

**Page 9** of **17 Form HUD-52681-B (03/2023)**

|  |  |  |
| --- | --- | --- |
| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

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| **Other - Unspent Funds Fund Source 11** |   |
| **Misc.:** |   |
| Unspent Fund Source (HCV, CAP, OP or MTW) – 11 |   |
| Type of Account – 11 |   |
| Activity – 11 |   |
| Funds Committed – 11 |   |
| Type of Commitment – 11 |   |
| Date of Commitment – 11 (MM/DD/YYYY) |   |
| Funds Obligated – 11 |   |
| Type of Obligation – 11 |   |
| Date of Obligation – 11 (MM/DD/YYYY) |   |
| Funds Expended from Commitment/Obligation – 11 |   |
| Projected Date of Full Expenditure – 11 (MM/DD/YYYY) |   |
|   |   |
| **Expenses:** |   |
| **HAP Expenses:** |   |
| Expense Amount 1 |   |
| Expense Amount 2 |   |
| Expense Amount 3 |   |
| Expense Amount 4 |   |
| Expense Amount 5 |   |
|   |   |
| **Misc.:** |   |
| Expense Amount 1 Comment |   |
| Expense Amount 2 Comment |   |
| Expense Amount 3 Comment |   |
| Expense Amount 4 Comment |   |
| Expense Amount 5 Comment |   |

Page **10** of **17 Form HUD-52681-B (03/2023)**

|  |  |  |
| --- | --- | --- |
| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

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| **MTW Other Expense Category** |   |
| **HAP Expenses:** |   |
| MTW – Other PHA to identify the type of expense incurred Amount – 6 |   |
| MTW – Other PHA to identify the type of expense incurred Amount – 7 |   |
| MTW – Other PHA to identify the type of expense incurred Amount – 8 |   |
|   |   |
| **Misc.:** |   |
| MTW – Other PHA to identify the type of expense incurred Amount – 6 Comment |   |
| MTW – Other PHA to identify the type of expense incurred Amount – 7 Comment |   |
| MTW – Other PHA to identify the type of expense incurred Amount – 8 Comment |   |
|   |   |
| **Comments:** |   |
| **Misc.:** |   |
| Comments |   |
|   |   |
| **Disaster Voucher Program-1 (DVP):** |   |
| **Misc.** |   |
| Disaster Comments - Mandatory when Other Fees are recorded |   |
| **UML:** |   |
| Disaster Name |   |
| Disaster Families Assisted |   |
|   |   |
| **HAP Expenses:** |   |
| Disaster Families Assisted |   |
| Disaster Security Deposit |   |
| Disaster Security Deposit Returned |   |
| Disaster Utility Deposit |   |
| Disaster Utility Deposit Returned |   |
| Disaster Administrative Expenditures |   |
| Disaster Broker Fee |   |
| Disaster Placement Fee |   |
| Disaster Service Connection Fee |   |
| Disaster Case Management Fee |   |
| Disaster Administrative Fee |   |
| Disaster Other Fees |   |

Page **11** of **17 Form HUD-52681-B (03/202 3)**

|  |  |  |
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| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

**Disaster Voucher Program-2 (DVP):**

**Misc.:**

Disaster Comments- Mandatory when Other Fees are recorded

**UML:**

Disaster Name

Disaster Families Assisted

**HAP Expenses:**

Disaster Families Assisted

Disaster Security Deposit

Disaster Security Deposit Returned

Disaster Utility Deposit

Disaster Utility Deposit Returned

Disaster Administrative Expenditures

Disaster Broker Fee

Disaster Placement Fee

Disaster Service Connection Fee

Disaster Case Management Fee

Disaster Administrative Fee

Disaster Other Fees

**Disaster Voucher Program-3 (DVP):**

**Misc.:**

Disaster Comments Mandatory when Other Fees are recorded

**UML:**

Disaster Name

Disaster Families Assisted

**HAP Expenses:**

Disaster Families Assisted

Disaster Security Deposit

Disaster Security Deposit Returned

Disaster Utility Deposit

Disaster Utility Deposit Returned

Disaster Administrative Expenditures

Disaster Broker Fee

Disaster Placement Fee

Disaster Service Connection Fee

Disaster Case Management Fee

Disaster Administrative Fee

Disaster Other Fees

Page **12** of **17 Form HUD-52681-B (03/2023)**

**Voucher for Payment of Annual Contributions and Operating Statement**

Housing Assistance Payments Program Supplemental Reporting Form

**US Department of Housing and Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0282 (Exp. 03/31/2025)

**Disaster Voucher Program-4 (DVP):**

**Misc.:**

Disaster Comments Mandatory when Other Fees are recorded

**UML:**

Disaster Name

Disaster Families Assisted

**HAP Expenses:**

Disaster Families Assisted

Disaster Security Deposit

Disaster Security Deposit Returned

Disaster Utility Deposit

Disaster Utility Deposit Returned

Disaster Administrative Expenditures

Disaster Broker Fee

Disaster Placement Fee

Disaster Service Connection Fee

Disaster Case Management Fee

Disaster Administrative Fee

Disaster Other Fees

Page **13** of **17 Form HUD-52681-B (03/2023)**

|  |  |  |
| --- | --- | --- |
| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

**Emergency Housing Voucher Pr ogram- 1 (EHV):**

**UML:**

Emergency Housing Vouchers

Emergency Housing Vouchers - Number of New Vouchers Issued but not U nder HAP Contract as of the last day of the month

**HAP Expenses:**

Emergency Housing Vouchers

Emergency Housing Vouchers - HAP Expenses After the First of the Month

Emergency Housing Vouchers - Admin Fees - Preliminary Fee Expenses

Emergency Housing Vouchers - Admin Fees - Placement/Issuance Fee Expenses

Emergency Housing Vouchers - Admin Fees - Ongoing Administrative Expenses

Emergency Housing Vouchers - Service Fee - Housing Search Assistance Expenses

|  |
| --- |
| Emergency Housing Vouchers - Service Fee - Security/Utility Deposit/ Rental Application/Holding Fee Expenses |

Emergency Housing Vouchers HAP Spent on Permissive Deductions
Emergency Housing Vouchers Unexpended Service Fees



Emergency Housing Vouchers -

Emergency Housing Vouchers -

Emergency Housing Vouchers -

Emergency Housing Vouchers -

Emergency Housing Vouchers - Restricted Net Position Funds (RNP) as of the Last Day of the Month

Emergency Housing Vouchers - Unrestricted Net Position Funds (UNP) as of the Last Day of the Month

Emergency Housing Vouchers - Cash/Investment as of the Last Day of the Month

Emergency Housing Vouchers - Fraud Recovery Total Collected this Month

FSS Escrow Forfeitures this Month

Service Fee - Owner Incentive Expenses

FSS Escrow Deposits

Service Fee - Other Eligible Expenses

Page **14** of **17 Form HUD-52681-B (03/2023)**

|  |  |  |
| --- | --- | --- |
| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

**Emergency Housing Voucher Pr ogram- 2 (EHV):**

**UML:**

Emergency Housing Vouchers

Emergency Housing Vouchers - Number of New Vouchers Issued but not U nder HAP Contract as of the last day of the month

**HAP Expenses:**

Emergency Housing Vouchers

Emergency Housing Vouchers - HAP Expenses After the First of the Month

Emergency Housing Vouchers - Admin Fees - Preliminary Fee Expenses

Emergency Housing Vouchers - Admin Fees - Placement/Issuance Fee Expenses

Emergency Housing Vouchers - Admin Fees - Ongoing Administrative Expenses

Emergency Housing Vouchers - Service Fee - Housing Search Assistance Expenses

|  |
| --- |
| Emergency Housing Vouchers - Service Fee - Security/Utility Deposit/ Rental Application/Holding Fee Expenses |

Emergency Housing Vouchers HAP Spent on Permissive Deductions
Emergency Housing Vouchers Unexpended Service Fees



Emergency Housing Vouchers -

Emergency Housing Vouchers -

Emergency Housing Vouchers -

Emergency Housing Vouchers -

Emergency Housing Vouchers - Restricted Net Position Funds (RNP) as of the Last Day of the Month

Emergency Housing Vouchers - Unrestricted Net Position Funds (UNP) as of the Last Day of the Month

Emergency Housing Vouchers - Cash/Investment as of the Last Day of the Month

Emergency Housing Vouchers - Fraud Recovery Total Collected this Month

FSS Escrow Forfeitures this Month

Service Fee - Owner Incentive Expenses

FSS Escrow Deposits

Service Fee - Other Eligible Expenses

Page **15** of **17 Form HUD-52681-B (03/2023)**

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| **Voucher for Payment of Annual Contributions and Operating Statement**Housing Assistance Payments Program Supplemental Reporting Form | **US Department of Housing and Urban Development**Office of Public and Indian Housing | OMB Approval No. 2577-0282 (Exp. 03/31/2025) |

**Emergency Housing Voucher Pr ogram- 3 (EHV):**

**UML:**

Emergency Housing Vouchers

Emergency Housing Vouchers - Number of New Vouchers Issued but not U nder HAP Contract as of the last day of the month

**HAP Expenses:**

Emergency Housing Vouchers

Emergency Housing Vouchers - HAP Expenses After the First of the Month

Emergency Housing Vouchers - Admin Fees - Preliminary Fee Expenses

Emergency Housing Vouchers - Admin Fees - Placement/Issuance Fee Expenses

Emergency Housing Vouchers - Admin Fees - Ongoing Administrative Expenses

Emergency Housing Vouchers - Service Fee - Housing Search Assistance Expenses

|  |
| --- |
| Emergency Housing Vouchers - Service Fee - Security/Utility Deposit/ Rental Application/Holding Fee Expenses |

Emergency Housing Vouchers HAP Spent on Permissive Deductions
Emergency Housing Vouchers Unexpended Service Fees



Emergency Housing Vouchers -

Emergency Housing Vouchers -

Emergency Housing Vouchers -

Emergency Housing Vouchers -

Emergency Housing Vouchers - Restricted Net Position Funds (RNP) as of the Last Day of the Month

Emergency Housing Vouchers - Unrestricted Net Position Funds (UNP) as of the Last Day of the Month

Emergency Housing Vouchers - Cash/Investment as of the Last Day of the Month

Emergency Housing Vouchers - Fraud Recovery Total Collected this Month

FSS Escrow Forfeitures this Month

Service Fee - Owner Incentive Expenses

FSS Escrow Deposits

Service Fee - Other Eligible Expenses

Page **16** of **17 Form HUD-52681-B (03/2023)**

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| Comments: |   |   |
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|   |   |   |
| Name of PHA Point of Contact: | POC Phone Number: | Ext: |
| Date Submitted: | Official HA Email Address: |   |
|   |   |   |

Page **17** of **1 7 Form HUD-52681-B (03/2023 )**