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**DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**[Docket No. FR-5752-N-58]**

**30-Day Notice of Proposed Information Collection:**

**Policies and Procedures for the Conversion of Efficiencies Units to One Bedroom Units**

**AGENCY:** Office of the Chief Information Officer, HUD.

**ACTION:** Notice.

**SUMMARY:** HUD has submitted the proposed information collection requirement described below to the Office of Management and Budget (OMB) for review, in accordance with the Paperwork Reduction Act. The purpose of this notice is to allow for an additional 30 days of public comment.

**DATES:** Comments Due Date: **[Insert date that is 30 Days after the date of publication in the Federal Register.]**

**ADDRESSES:** Interested persons are invited to submit comments regarding this proposal. Comments should refer to the proposal by name and/or OMB Control Number and should be sent to: HUD Desk Officer, Office of Management and Budget, New Executive Office Building, Washington, DC 20503; fax: 202-395-5806. Email: [OIRA\\_Submission@omb.eop.gov](mailto:OIRA_Submission@omb.eop.gov).

**FOR FURTHER INFORMATION CONTACT:** Colette Pollard, Reports Management Officer, QDAM, Department of Housing and Urban Development, 451 7th Street, SW, Washington, DC 20410; e-mail Colette Pollard at [Colette.Pollard@hud.gov](mailto:Colette.Pollard@hud.gov) or telephone 202-402-3400. Persons with hearing or speech impairments may access this number through TTY by

calling the toll-free Federal Relay Service at (800) 877-8339. This is not a toll-free number.

Copies of available documents submitted to OMB may be obtained from Ms. Pollard.

**SUPPLEMENTARY INFORMATION:** This notice informs the public that HUD has submitted to OMB a request for approval of the information collection described in Section A.

The **Federal Register** notice that solicited public comment on the information collection for a period of 60 days was published on March 4, 2014.

#### **A. Overview of Information Collection**

Title of Information Collection: Policies and Procedures for the Conversion of Efficiencies Units to One Bedroom Units.

OMB Approval Number: 2502-0592.

Type of Request: Extension of a currently approved collection.

Form Number: None.

Description of the need for the information and proposed use: The information is to be used by HUD staff in evaluating and processing applications requesting approval of multifamily project efficiency unit conversions into one-bedroom units.

Respondents (i.e. affected public): This is a voluntary program, for which owners under the following programs may participate:

Section 202 Direct Loan with or without Rental Assistance.

Section 202 Capital Advance with Project Rental Assistance Contracts or Project Assistance Contracts (PRAC and PAC) .

Section 811 Capital Advance with Project Rental Assistance Contracts (PRAC).

Section 236 insured and non-insured with or without Rental Assistance Section .221(d)(3)

Below Market Interest Rate (BMIR) with or without Rental Assistance.

Section 8 Project-Based Rental Assistance with or without FHA insurance Rental Assistance Payment (RAP) Rent Supplement Assistance Contract Properties subject to a HUD Use Agreement or Deed Restriction.

Estimated Number of Respondents: 10.

Estimated Number of Responses: 10.

Frequency of Response: 1.

Average Hours per Response: 8.

Total Estimated Burdens: 80.

## **B. Solicitation of Public Comment**

This notice is soliciting comments from members of the public and affected parties concerning the collection of information described in Section A on the following:

- (1) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;
- (2) The accuracy of the agency's estimate of the burden of the proposed collection of information;
- (3) Ways to enhance the quality, utility, and clarity of the information to be collected; and
- (4) Ways to minimize the burden of the collection of information on those who are to respond; including through the use of appropriate automated collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

HUD encourages interested parties to submit comment in response to these questions.

**C. Authority:** Section 3507 of the Paperwork Reduction Act of 1995, 44 U.S.C. Chapter 35.

**Date:** July 11, 2014

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Colette Pollard  
Department Reports Management Officer  
Office of the Chief Information Officer

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