



**DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**[Docket No. FR-5909-N-72]**

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

**HOME Investment Partnership Program**

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

**ACTION:** Notice.

**SUMMARY:** HUD is seeking approval from the Office of Management and Budget (OMB) for renewal of the information collection described below. In accordance with the Paperwork Reduction Act, HUD is requesting comment from all interested parties on the proposed collection of information. The purpose of this notice is to allow for 60 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: Anna P. Guido, Reports Management Officer, QDAM, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000; telephone 202-402-5535 (this is not a toll-free number) or email at [Anna.P.Guido@hud.gov](mailto:Anna.P.Guido@hud.gov) for a copy of the proposed forms or other available information. Persons with hearing or speech impairments may access this number through TTY by calling the toll-free Federal Relay Service at (800) 877-8339.

**FOR FURTHER INFORMATION CONTACT:** Anna P. Guido, Reports Management Officer, QDAM, Department of Housing and Urban Development, 451 7th Street, SW, Washington, DC 20410; e-mail Anna P. Guido at [Anna.P.Guido@hud.gov](mailto:Anna.P.Guido@hud.gov) or telephone 202-

402-5535. This is not a toll-free number. Persons with hearing or speech impairments may access this number through TTY by calling the toll-free Federal Relay Service at (800) 877-8339.

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

**SUPPLEMENTARY INFORMATION:** This notice informs the public that HUD is seeking approval from OMB for renewal 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 July 22, 2016 at 81 FR 47815.

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

Title of Information Collection: HOME Investment Partnerships Program (HOME).

OMB Control Number: 2506-0171.

Type of Request: Extension of currently approved collection.

Form Number: HUD 40093, SF 1199A, HUD 27055, HUD 40107, HUD 4010.

Description of the need for the information and proposed use: The information collected through HUD's Integrated Disbursement and Information System (IDIS) (24 C.F.R. § 92.502) is used by HUD Field Offices, HUD Headquarters, and HOME Program Participating Jurisdictions (PJs). The information on program funds committed and disbursed is used by HUD to track PJ performance and to determine compliance with the statutory 24-month commitment deadline and the regulatory 5-year expenditure deadline (§ 92.500(d)). The project-specific property, tenant, owner, and financial data is used to compile annual reports to Congress required at Section 284(b) of the HOME Investment Partnerships Act, as well as to make program

management decisions about how well program participants are achieving the statutory objectives of the HOME Program. Program management reports are generated by IDIS to provide data on the status of program participants' commitment and disbursement of HOME funds. These reports are provided to HUD staff as well as to HOME PJs.

Management reports required in conjunction with the Annual Performance Report (§ 92.509) are used by HUD Field Offices to assess the effectiveness of locally designed programs in meeting specific statutory requirements and by Headquarters in preparing the Annual Report to Congress. Specifically, these reports permit HUD to determine compliance with the requirement that PJs provide a 25 percent match for HOME funds expended during the Federal fiscal year (Section 220 of the Act) and that program income be used for HOME eligible activities (Section 219 of the Act), as well as the Women and Minority Business Enterprise requirements (§ 92.351(b)).

Financial, project, tenant and owner documentation is used to determine compliance with HOME Program cost limits (Section 212(e) of the Act), eligible activities (§ 92.205), and eligible costs (§ 92.206), as well as to determine whether program participants are achieving the income targeting and affordability requirements of the Act (Sections 214 and 215). Other information collected under Subpart H (Other Federal Requirements) is primarily intended for local program management and is only viewed by HUD during routine monitoring visits. The written agreement with the owner for long-term obligation (§ 92.504) and tenant protections (§ 92.253) are required to ensure that the property owner complies with these important elements of the HOME Program and are also reviewed by HUD during monitoring visits. HUD

reviews all other data collection requirements during monitoring to assure compliance with the requirements of the Act and other related laws and authorities.

HUD tracks PJ performance and compliance with the requirements of 24 CFR Parts 91 and 92. PJs use the required information in the execution of their program, and to gauge their own performance in relation to stated goals.

Reg. Section	Paperwork Requirement	Number of Responses	Frequency of Response	Responses Per Annum	Burden Hour Per Response	Annual Burden Hours	Hourly Cost*	Annual Cost
§ 92.61	Program Description and Housing Strategy for Insular Areas	4	1	4	10.00	40.00	\$37.00	\$1,480.00
§ 92.66	Reallocation - Insular Areas	4	1	4	3.00	12.00	\$37.00	\$444.00
§ 92.101	Consortia Designation	36	1	36	5.00	180.00	\$37.00	\$6,660.00
§ 92.201	State Designation of Local Recipients	51	1	51	1.50	76.50	\$37.00	\$2,830.50
§ 92.200	Private-Public Partnership	594	1	594	2.00	1,188.00	\$37.00	\$43,956.00
§ 92.201	Distribution of Assistance	594	1	594	2.00	1,188.00	\$37.00	\$43,956.00
§ 92.202	Site and Neighborhood Standards	594	1	594	2.00	1,188.00	\$37.00	\$43,956.00
§ 92.203	Income Determination	85,000	1	85,000	0.75	63,750.00	\$37.00	\$2,358,750.00
§ 92.205(e)	Terminated Projects	180	1	180	5.00	900.00	\$37.00	\$33,300.00
§ 92.206	Eligible Costs - Refinancing	100	1	100	4.00	400.00	\$37.00	\$14,800.00
§ 92.210	Troubled HOME-Assisted Rental Projects	25	1	25	0.50	12.50	\$37.00	\$462.50
Reg. Section	Paperwork Requirement	Number of Responses	Frequency of Response	Responses Per Annum	Burden Hour Per Response	Annual Burden Hours	Hourly Cost*	Annual Cost
§ 92.251(a)	Rehabilitation Projects – New Construction	3,400	1	3,400	3.00	10,200.00	\$37.00	\$377,400.00
§ 92.251(b)	Rehabilitation Projects – Rehabilitation	5,100	1	5,100	2.00	10,200.00	\$37.00	\$377,400.00
§ 92.252	Qualification as affordable housing: Rental Housing:	50	1	50	25.00	1,250.00	\$37.00	\$46,250.00
§ 92.252(j)	Fixed and Floating HOME Rental Units	45	1	45	1.00	45.00	\$37.00	\$1,665.00
§ 92.251	Written Property Standards	6,667	1	6,667	3.00	20,001.00	\$37.00	\$740,037.00
§ 92.253	Tenant Protections (including lease requirement)	6,667	1	6,667	5.00	33,335.00	\$37.00	\$1,233,395.00
§ 92.254	Homeownership - Median Purchase Price	80	1	80	5.00	400.00	\$37.00	\$14,800.00

§ 92.254	Homeownership - Alternative to Resale/recapture	100	1	100	5.00	500.00	\$37.00	\$18,500.00
§ 92.254(a)(5)	Homeownership – Approval of Resale & Recapture	2,000	1	2,000	1.50	3,000.00	\$37.00	\$111,000.00
§ 92.254(a)(5)	Homeownership – Fair Return & Affordability	2	1	2	1.00	2.00	\$37.00	\$74.00
§92.254(f)	Homeownership program policies	600	1	600	5.00	3,000.00	\$37.00	\$111,000.00
§ 92.300	CHDO Identification	594	1	594	2.00	1,188.00	\$37.00	\$43,956.00
§ 92.300	CHDO Project Assistance	594	1	594	2.00	1,188.00	\$37.00	\$43,956.00
§ 92.303	Tenant Participation Plan	4,171	1	4,171	10.00	41,710.00	\$37.00	\$1,543,270.00
§ 92.351	Affirmative Marketing	1,290	1	1,290	5.00	6,450.00	\$37.00	\$238,650.00
§ 92.354	Labor	6,667	1	6,667	2.50	16,667.50	\$37.00	\$616,697.50
Reg. Section	Paperwork Requirement	Number of Responses	Frequency of Response	Responses Per Annum	Burden Hour Per Response	Annual Burden Hours	Hourly Cost*	Annual Cost
§ 92.357	Debarment and Suspension	6,667	1	6,667	1.00	6,667.00	\$37.00	\$246,679.00
§ 92.504	Participating Jurisdiction's Written Agreements	6,667	1	6,667	10.00	66,670.00	\$37.00	\$2,466,790.00
§ 91.616	Confirm first-time homebuyer status	427	1	427	0.50	213.50	\$37.00	\$7,899.50
§ 92.300	Designation of CHDOs	480	1	480	1.50	720.00	\$37.00	\$26,640.00
§ 92.501	HOME Investment Partnership Agreement (HUD 40093)	598	1	598	1.00	598.00	\$37.00	\$22,126.00
§ 92.502	Homeownership and Rental Set-Up and Completion	594	1	594	16.00	9,504.00	\$37.00	\$351,648.00
§ 92.502	Tenant-Based Rental Assistance Set-Up (IDIS)	225	1	225	5.50	1,237.50	\$37.00	\$45,787.50
§ 92.502	Performance Measurement Set-Up and Completion Screens (IDIS)	6,671	1	6,671	21.00	140,091.00	\$37.00	\$5,183,367.00
§ 92.502	Input first-time homebuyer status (IDIS)	427	1	427	0.50	213.50	\$37.00	\$7,899.50
§ 92.502	IDIS Access Request form (HUD 27055)	50	1	50	0.50	25.00	\$37.00	\$925.00
§ 92.502(a)	Required Reporting of Program Income	645	1	645	12.00	7,740.00	\$37.00	\$286,380.00
Reg. Section	Paperwork Requirement	Number of Responses	Frequency of Response	Responses Per Annum	Burden Hour Per Response	Annual Burden Hours	Hourly Cost*	Annual Cost
§ 92.504(c)	Written Agreement	8,500	1	8,500	1.00	8,500.00	\$37.00	\$314,500.00
§ 92.504(d)(2)	Financial Oversight and HOME Rental projects	18,500	1	18,500	1.00	18,500.00	\$37.00	\$684,500.00

§ 92.508	Recordkeeping-Subsidy Layering and Underwriting	13,302	1	13,302	4.00	53,208.00	\$37.00	\$1,968,696.00
§ 92.508	Recordkeeping (Additional)	10,110	1	10,110	1.00	10,110.00	\$37.00	\$374,070.00
§ 92.509	Annual Performance Reports (HUD 40107)	598	1	598	2.50	1,495.00	\$37.00	\$55,315.00
§ 92.509	Management Reports - FY Match Report (HUD 40107A)	594	1	594	0.75	445.50	\$37.00	\$16,483.50
§ 92.550 § 91.525	HUD Monitoring of Program Documentation and Activities	645	1	645	0.25	161.25	\$37.00	\$5,966.25
§ 91.220	Describe the use of ADDI funds	427	1	427	1.00	427.00	\$37.00	\$15,799.00
§ 91.220	Describe the plan for outreach	427	1	427	1.00	427.00	\$37.00	\$15,799.00
§ 91.220	Describe plan to ensure suitability	427	1	427	1.00	427.00	\$37.00	\$15,799.00
§ 91.604	Describe prior commitment	37	1	37	1.00	37.00	\$37.00	\$1,369.00
	Direct Deposit Sign up form (SF 1199A)	10	1	10	0	0	\$0	\$0
<b>Totals</b>		<b>202,237</b>				<b>545,488.75</b>		<b>\$20,183,083.75</b>

Annual cost is based on Actual Burden Hours (545,441) \* the hourly rate for a GS-12 (\$37)

## 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 comments in response to these questions.

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

**Date:** October 6, 2016

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Anna P. Guido,  
Department Paperwork Reduction Act Officer,  
Office of the Chief Information Officer

**[FR-5909-N-72]**

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