



**Billing Code: 4210-67**

**DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**[Docket No. FR-7028-N-02]**

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

**Public Housing Agency (PHA) Lease and Grievance Requirements**

**AGENCY:** Office of the Assistant Secretary for Public and Indian Housing, PIH, HUD.

**ACTION:** Notice.

**SUMMARY:** HUD is seeking approval from the Office of Management and Budget (OMB) for 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 60 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: Colette Pollard, Reports Management Officer, QDAM, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000; telephone 202-402-3400 (this is not a toll-free number) or email at [Colette.Pollard@hud.gov](mailto:Colette.Pollard@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:** Dacia Rogers , Office of Policy, Programs and Legislative Initiatives, PIH, Department of Housing and Urban Development, 451 7th Street, SW., (Room 3178 ), Washington, DC 20410; telephone 202-402-3374, (this is not a toll-free number). Persons with hearing or speech impairments may access this number via TTY by calling the Federal Information Relay Service at (800) 877-8339. Copies of available documents submitted to OMB may be obtained from Ms. Rogers.

**SUPPLEMENTARY INFORMATION:** This notice informs the public that HUD is seeking approval from OMB for the information collection described in Section A.

**A. Overview of Information Collection**

Title of Information Collection: Public Housing Agency (PHA) Lease and Grievance Requirements

OMB Approval Number: 2577-0006

Type of Request: Reinstatement, with change, of a previously approved collection for which approval has expired.

Form Number: N/A

Description of the need for the information and proposed use: The Public Housing lease and grievance procedures are a recordkeeping requirement on the part of Public Housing agencies (PHAs) as they are required to enter into and maintain lease agreements for each tenant who occupies a Public Housing unit. Also, both PHAs and tenants are required to follow the protocols set forth in the grievance procedures stated in their respective leases for both an informal and formal grievance hearing. This information collection is a reinstatement, with change, of the previous approved collection which has expired. The change is due to an update to

the burden and cost estimate. Specifically, this is attributable to fewer number of tenants in public housing covered by these lease and grievance procedures.

Respondents (i.e. affected public): Public Housing Authority (PHA) Households

Estimated Number of Respondents: 821,741

Estimated Number of Responses: 1,150,437

Frequency of Response: 1.4

Average Hours per Response: .25

Total Estimated Burdens: 287,609 hours

## **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 as amended.

**Dated: July 13, 2020.**

Merrie Nichols-Dixon,  
Acting Deputy Assistant Secretary,  
Office of Policy, Programs and Legislative Initiatives.

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