



DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-7014-N-01]

60-Day Notice of Proposed Information Collection: Service Coordinators in Multifamily Housing

AGENCY: Office of the Assistant Secretary for Housing- Federal Housing Commissioner, 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 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: For copies of the proposed forms and other available information contact Jessica Grantling, Office of Asset Management and Portfolio

Oversight, Department of Housing and Urban Development, 451 7th Street, SW, Washington, DC 20410 by email Jessica.v.Grantling@hud.gov telephone at 202-402-2521. 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. Pollard.

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: Service Coordinators in Multifamily Housing.

OMB Approval Number: 2502-0447.

OMB Expiration Date: 11/30/18.

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

Form Numbers: HUD-91186, HUD-91186-A, HUD-50080-SCMF, HUD-2530, HUD-2880, SF-424, SF-424-Supp and SF-LLL.

Description of the need for the information and proposed use: The collection of information is necessary to ensure efficient and proper use of funds for eligible activities. This information collection will assist HUD in better determining the need and eligibility when reviewing a new request for funding. Further, without this information, HUD staff cannot effectively assess the continued need for renewals. The information will also enable HUD and the grantees to more effectively evaluate their program performance, account for funds and maintain appropriate program records.

Grant funds are taken to pay costs previously incurred and are obtained through use of the electronic Line of Credit Control System (eLOCCS). Grantees are required to draw down from eLOCCS monthly or quarterly. Grantees will submit the revised form HUD-50080-SCMF on a semi-annual basis. Grantees will complete one worksheet per draw down. Each worksheet will list every expense incurred during that month or quarter. Grantees will be required to maintain detailed expense documentation in their files. HUD may request copies of such documentation if additional program review is warranted. The data reported will allow HUD staff to track expenses and drawdown of funds for eligible costs at intervals within the grant term.

Respondents: Multifamily Housing assisted housing owners.

Estimated Number of Respondents: 4,230.

Estimated Number of Responses: 9,420.

Frequency of Response: Quarterly to annually.

Average Hours per Response: 1.5 hour.

Total Estimated Burden hours: 8,560.

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.

Dated: February 14, 2019.

Vance T. Morris,

Special Assistant to the Assistant Secretary for Housing – Federal Housing Commissioner.

Billing Code: 4210-67

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