

Exhibit 3-13: Section 236 Without Additional Assistance – Special Instructions for Determining Prorated Assistance Payment and Prorated Total Tenant Payment/Tenant Rent for Families Subject to Proration Procedures Regarding the Restriction on Assistance to Noncitizens

Special Instructions for Determining Prorated Assistance Payment and Prorated Total Tenant Payment/Tenant Rent

Section 236 Tenants Who are Paying Between Basic and Market Rent (WITHOUT the benefit of additional assistance)

NOTE: If the tenant receives assistance under Section 8, Rent Supplement, or Rental Assistance Payment and this is a Section 236 project, use *Exhibit 3-14.*

A. Calculate the difference between market rent and tenant rent without prorations.

1. _____ Enter the Market Rent from Market Rent field of the **HUD-50059**.
2. _____ Determine the Tenant Rent in accordance with the instructions for Tenant Rent of the **HUD-50059**.
3. _____ Subtract line 2 (Tenant Rent), from line 1 (Market Rent) and enter the result here. This is the difference between the Market Rent and the Tenant Rent, before considering prorations.

B. Calculate the prorated difference between the market rent and the tenant rent.

4. _____ Enter the number of people in the family who are Ineligible Persons; i.e. persons who do not meet the definition of a citizen or eligible noncitizen. See the Glossary for the definition of these terms.
5. _____ Enter the fraction that represents the number of Ineligible Persons (numerator) and the number of persons in the family (denominator).
EXAMPLE: There are five persons in the family, of which two are ineligible. The fraction for this family would be 2/5.
6. _____ Multiply the amount in line 3, the difference between the Market Rent and the Tenant Rent before prorations, by the fraction determined in line 5. Enter this amount in Line 6. This represents the prorated difference between the Market Rent and the Tenant Rent.

C. Calculate the prorated tenant rent.

7. _____ Add the following amounts and enter the result in line 7: add line 2 (Tenant Rent before prorations) and line 6 (prorated difference between the Market Rent and the Tenant Rent). The result is the Prorated Tenant Rent. Enter the amount in line 7 in Tenant Rent of the **HUD-50059**.