Recertification of Family Income and Composition

Statistical Report Section 235(b), (j) and (i)

U.S. Department of Housing and Urban Development
Office of Housing
Federal Housing Commisioner

OMB Approval No.2502-0082
(exp. 04/30/2014)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is required to obtain benefits. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.
Section 235 of the National Housing Act authorizes the Secretary of the Department of Housing and Urban Development to make assistance payments to qualified homeowners annually (or more frequently as deeded necessary) for the purpose of adjusting the amount of assistance payments. HUD uses this information to adjust recertifications on the amount of subsidy a mortgagor is eligible to receive. If the information were not collected, HUD would not be able to prevent fraud, waste, and abuse on overpaid assistance. The information is considered confidential. While no assurances of confidentiality are pledged to respondents, HUD generally discloses this data only in response to a Freedom of Information request. **Do not send this form to the above address**. The information requested is required by P.L.479, 48 Stat, U.S.C.1701 et. seq. Failure to provide the requested information may result in loss of assistance payment.
Important: See instructions below and Privacy Act Statement on form HUD-93101 before completing this statistical report.

A. Income Adjustment

	Income
1. Total annual income (6(o) form HUD-93101)	$
(a) Less: 5% of Total Annual Income	$
(b) Less: Earnings of Eligible Minors	$
(c) Less Eligible Minors (_____ x $300)	$
2. Adjusted Annual Income	$
3. Adjusted Monthly Income (No. 2, above " 12)	$
4. Date of Mortgage Insurance: (Determines interest rate Block B, Item 5)	

Sections A and B are provided for your convenience and their use is not required. However you choose to perform the computations, you must be prepared to support the results. A copy of this form, or the computations if performed elsewhere, must be placed in the mortgagor's case file.

B. Assistance Computation

	Payments
1. Current Full Monthly Mortgage Payment	$
2. 20% or 28% of Adjusted Monthly Income (A3)	$
3. Formula (1) for Mo. Subsidy (1 minus 2)	$
4. Monthly Payment (Principal $ Int. + MIP)	$
5. Minus Mo. Payment (P + 1 @ %)	$
6. Formula (2) for Mo. Sub. (4 minus 5) (May be derived from Factor Tables, HUD Handbook 4330.1, Appendix 18)	$
7. Assist. Payment Auth. (lesser of 3 or 6)	$
8. Mortgagor's Monthly Payment (1 minus 7)	$
9. Number in Household (Item 6, HUD-93101)	

C. Statistical Data

1. FHA Case Number (Col. 1-14)

2. Family Type (Item 6, HUD-93101)(Col. 17)
☐ Husband and Wife ☐ Female Head with Children
☐ Single Male with Children ☐ Female Head without Children
☐ Other (Single Male, no children, unrelated household, etc.)

3. Age of Head (Item 6, HUD-93101)(Col.18-19)

4. Sex of Head (Item 6, HUD-93101) (Col. 20)
☐ Male ☐ Female

5. New Payment is: (check " one) (Col. 53)
☐ No ☐ Increase ☐ Decrease
Change from previous assistance.

6. Amount of Increase or Decrease (Col. 54-56)
☐ None $

7. Effective Date of Payment Change (mm / yy) (Col. 57-60)

8. New Assistance Formula (Col. 61)
1 ☐ 2 ☐

9. How many times has this mortgagor recertified? (Col. 62-63)

10. Continued Eligibility (Col. 64)
1 ☐ Yes 2 ☐ No

11. Mortgagee Number (Col. 66-70)

Mail to:
Dept. of Housing and Urban Development
Subsidized Housing Programs Division
Room 3200
451 7th St., SW
Washington, D.C. 20410

Review and Certification: I certify that the information above is based on a recertification on form HUD-93101, signed by at least one of the mortgagors, which is retained in our files. The information provided by the mortgagors has been verified before being used in the assistance calculations above.

Signature & Date :

X

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Instructions

Use this form to report significant data resulting from Section 235 recertifications of income, family composition, and occupancy. Prepare an original and one copy of this form for each mortgage for which a recertification was processed and a confirmed change in assistance payments made (or the requirement for continuation of the same amount of assistance verified.) Send the original of each form as soon as processing is completed, to the address above. Mortgagee should retain a copy of each form.

Statistical Data. (Numbering corresponds to the columns used to record each item.)

1. Enter the complete FHA Case Number.

5-9. When dollar amounts are entered, round all figures to the nearest whole dollar and leave any blank spaces to the left of the numbers.

10. Check "Yes" if the mortgagor remains entitled to any assistance whatsoever; "No" if either Formula One or Two produces assistance of zero or less.

11. **The Mortgagee Number must be entered** since it is the only identification of the mortgagee appearing on the report. The number is the ten-digit code number assigned at the time of your approval as mortgagee.