

# Attachments, Appendices and Contracts

## Attachments

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1. Acronyms
2. Glossary of Terms
- 3A1. Contract Renewal Request Instructions – Item has been removed from the Guide and placed on the web at [hudclips.org](http://hudclips.org)
- 3A2. Form HUD 9624, Contract Renewal Request Form - Item has been removed from the Guide and placed on the web at [hudclips.org](http://hudclips.org)
- 3B. Form HUD 9625, OCAF Rent Adjustment Worksheet - Item has been removed from the Guide and placed on the web at [hudclips.org](http://hudclips.org)
- 3B1. OCAF Worksheet Instructions - Item has been removed from the Guide and placed on the web at [hudclips.org](http://hudclips.org)
4. Overview of Conversion Process
5. Additional Guidance for Budget Submission (to be used with Chapter 7 of HUD Handbook 4350.1)
6. Operating Cost Adjustment Factors (OCAF's)
7. Help Desk Officers – Item has been removed from the Guide and placed on the web at <http://www.hud.gov/offices/hsg/mfh/exp/helpdesk.cfm>
8. Anticipated Abatement Termination of Full Section 8 HAP Contract Chart
9. Voucher Processing Division Procedures
10. When to Use a Contract
21. Consent to Assignment of HAP Contract as Security for Financing
22. Consent to Assignment of HAP Contract as Security for FNMA Financing
23. Consent to Assignment of HAP Contract as Security for FREDDIE MAC Financing
24. Consent to Assignment as Security For FNMA Credit Enhancement

## Contracts

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The contracts have been removed from the Guide Book. Current copies of the contracts are available at: <http://www.hud.gov/offices/hsg/mfh/exp/guide/s8guideatt.cfm>

- 11-1. Basic Renewal Contract – One-Year Term
- 11-2. Basic Renewal Contract – Multi-year Term
12. Mark-Up-To-Market Renewal Contract
13. Preservation Renewal Contract
14. Interim (Full) Mark-To-Market Renewal Contract
15. Interim (Lite) Mark-To-Market Renewal Contract
16. Full Mark-To-Market Renewal Contract
17. Watch List Renewal Contracts
18. Previous Mod Rehab Projects
19. Form Letter for issuance to owners who have entered into multi-year contracts
20. Extension of Contract Term

## Appendices

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- 3-1. Mark-Up-to-Market Initial Eligibility Worksheets (Sample Version) – Item has been removed from the Guide and placed on the web at [http:// www.hud.gov/offices/hsg/mfh/exp/guide/s8guideatt.cfm](http://www.hud.gov/offices/hsg/mfh/exp/guide/s8guideatt.cfm)
- 3-2. Mark-Up-to-Market Initial Eligibility Worksheets (Blank Versions) – Item has been removed from the Guide and placed on the web at [http:// www.hud.gov/offices/hsg/mfh/exp/guide/s8guideatt.cfm](http://www.hud.gov/offices/hsg/mfh/exp/guide/s8guideatt.cfm)
- 5-1. Implementation of Statutory Authority for Continuing Mark To Market Eligibility (dated April 22, 2002)
- 5-2. Certification of Reduction of Rents in Accordance with Rent/Debt Restructuring Form
- 5-3. Watch List Memorandum Revising Guidance on Monitoring OMHAR Watch List Projects (dated September 27, 2001)
- 5-4. Watch List Tracking and Servicing Memorandum (dated July 25, 2002)
- 5-5. Sample Post Closing Transmission Memorandum
- 9-1. Appraisers Certification
- 9-2. Rent Comparability Grid (92273-S8)
- 9-3. Sample Rent Comparability Study (RCS)
- 9-4. Suggested RCS Profile
- 9-5. Reserved for future use
- 9-6. Request to Renew Using Non Section 8 Units as Market Ceiling
- 9-7. Request to Renew Option 2 Using FMR as Ceiling
- 9-8. Completing the Rent Comparability Grid Instructions
- 9-9. USPAP Competency Rule
- 9-10. Required Contents for RCS
- 11-1. Sample One Year Notification Letter When Owner Does Not Intend To Renew
- 11-2. Sample One Year Notification when Owner Intends to Renew
- 15-1. Use Agreement
- 15-2. HAP Contract Addendum
- 15-3. Project Capital Needs Assessment (PCNA)