

U.S. Department of Housing and Urban Development

Real Estate Assessment Center - QASS

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Washington, D.C. 20024-2135



IMPORTANT BULLETIN: 2000-01

Did You Know...

There is a change coming to the audited financial submissions of Public Housing Authorities (PHAs) and HUD-assisted Multifamily projects (MFs), currently required by the Department of Housing and Urban Development (HUD). HUD will require that PHA audited financial submissions and attestations performed on PHA audited financial submissions that are received by the FASS system as of January 22, 2001, include a Unique IPA identifier (UII). Multifamily audited financial submissions and attestations performed on MF audited financial submissions received by the FASS system as of February 5, 2001, will also be required to include a UII. For more details, check out our website: <http://www.hud.gov/reac/products/prodqass.html>.

What is a UII?

A UII is a randomly generated, permanently assigned, five-digit number that HUD will use to identify the Independent Public Accountant (IPA) offices that perform audit and attestation services for PHAs and MFs. The UII will allow HUD to identify the IPA offices performing the audits and attestations for HUD-assisted properties. This information will permit REAC to select firms for a quality assurance review based on relative risk to HUD, therefore using HUD's resources more efficiently.

How Do You Obtain a UII?

IPAs

Each IPA office that performs audit services and/or attestation services for a PHA or MF will need to obtain a UII. Only one UII will be assigned per IPA office; individuals within an office do not need to obtain a UII. If you are a sole practitioner, you will need a UII for your practice.

Before you can obtain a UII, you must be registered within HUD secure systems. Please refer to Chapter 3 of the revised MF Industry User's Guide and allow up to two weeks to complete the registration process. Contact the Coordinator of your HUD-assisted client for assistance in obtaining a User ID.

Complete instructions for obtaining a UII can be found by visiting the QASS website at <http://www.hud.gov/reac/products/prodqass.html>. You can obtain your UII starting November 1, 2000.

PHAs & MF Property Owners

Your IPA office may be contacting you for assistance in registering for a HUD secure systems User ID. In turn, if you are required to submit an audited financial submission, you must contact your IPA office for their UII before completing your submission.

Remember that only IPA offices can login to obtain a UII. However, PHA and MF owners that are required to submit audited financial submissions must include their IPA office UII as part of their audited financial submission. A PHA audited financial submission received by FASS as of January 22, 2001, that does not contain a valid UII, will not be accepted by the FASS system. Also, a MF audited financial submission received as of February 5, 2001, which does not contain a valid UII, will not be accepted by the FASS system.

**YOU MUST OBTAIN YOUR IPA OFFICE'S UII
BEFORE YOU SUBMIT!
CONTACT YOUR IPA OFFICE TO OBTAIN THE
UII!**

Don't be caught at your financial submission deadline without your IPA office's UII!

If you have any questions, contact REAC TAC at (888) 245-4860 or go to <http://www.hud.gov/reac>, choose Contact Us, and click on Quality Assurance Operations. You may also e-mail us at reac_tac@hud.gov.