

U.S. Department of Housing & Urban Development
Office of Public & Indian Housing
Presents

**Initial Enterprise Income
Verification (EIV) System
Training for Public Housing Agencies**



September 24, 2010

Agenda

- Welcome & Training Overview
- EIV System Overview
- Access to the EIV System
- Using the EIV System
- Multiple Subsidy Report
- Existing Tenant Search
- Identity Verification Report

Agenda (Continued)

- Income Discrepancy Report
- Deceased Tenants Report
- Immigration Report
- EIV System Questions & Answers Session

EIV System Overview

Understanding EIV Basics

What is the EIV System?

- An upfront income verification (UIV) tool available to program administrators nationwide; used to validate tenant reported wages, unemployment and social security income during mandatory annual and interim reexaminations of income

What is the EIV System? (Continued)

- A web-based application available to authorized program administrators of HUD rental assistance programs
 - Also available to HUD staff for oversight and monitoring purposes
- Contains income data obtained through computer matching programs with the Social Security Administration (SSA) & Health and Human Service (HHS)

What is the EIV System? (Continued)

- Contains debts owed to PHAs and termination (adverse status as of EOP date)

EIV Content & Source of Information

- SSA provides the following information:
 - Death records
 - Validation of PIC-reported SSN, DOB, & SSN
 - Social Security (SS) benefits
 - Supplemental Security Income (SSI) benefits
 - Dual Entitlement benefits
 - Medicare insurance premiums

EIV Content & Source of Information (Continued)

- The source of SSA information is as follows:
 - SSA's Benefits database
 - SSA's Death records
 - As reported by Medical Examiner, Mortuary, etc.

EIV Content & Source of Information (Continued)

- HHS provides the following information from its National Directory of New Hires (NDNH) database:
 - Quarterly unemployment insurance (UI)
 - Quarterly wages (QW)
 - Monthly new hires (W-4) , including date hired
 - Employer name, address, FEIN

EIV Content & Source of Information (Continued)

- The source of NDNH information is as follows:
- UI – state workforce agencies (SWAs)
- QW – employers
- W-4 – employers

EIV Content & Source of Information (Continued)

- The debts owed to PHAs and termination information is reported by the PHA which provided assistance to the former tenant (family)

EIV System Functions

- Identify tenants whose identity cannot be verified
- Identify tenants who are required to disclose a SSN
- Identify tenants who are deceased
- Identify tenants who may be receiving multiple assistance

EIV System Functions

- Identify individuals (applicants) who may already be receiving rental assistance)
- Identify tenants who have started new jobs
- Identify tenants with income discrepancies
- Identify former tenants with a reported debt owed to a PHA and/or adverse EOP status

EIV System Functions (Continued)

- Obtain tenant income and employment information
 - Quarterly wages
 - Including Federal wages
 - Employment information
 - Hire date
 - Employer information (FEIN, Name, Address)

EIV System Functions (Continued)

- Obtain tenant income and employment information
 - Quarterly unemployment compensation
 - Monthly SS/SSI benefit information
 - Medicare premium/buy-in information

EIV Data

- Accessible any time
- Data available for existing tenants only - **not available for applicants**
 - Who have positive identity verification status
- Two years of wage and employment information
- Current SS, SSI, Dual Entitlement benefit information, Medicare insurance premium information and last 8 changes to benefit

HUD Data Collection Process

- Computer matching occurs based on HUD-collected data from PHAs on current form HUD-50058 in Public and Indian Housing Information Center (PIC)
- Data collected from Section 3 & 7 of the form HUD-50058

HUD Data Collection Process (Continued)

- Household member SSN, Name and Date of Birth (DOB) is collected from Section 3 of the 50058
 - Used to validate individual's identity
- PHA-reported and verified wages, unemployment, and SS/SSI benefits is collected from Section 7 of the 50058
 - Used for income discrepancy analysis

Computer Matching Program with SSA (Continued)

- HUD sends SSN, Name and DOB) of all household members (who have passed HUD's pre-screening process) to SSA for:
 - Identity validation process
 - Obtainment of failed identity errors
 - Obtainment of death information
 - Obtainment of SS, SSI, Dual Entitlement benefit information for positively identified individuals

Computer Matching Program with SSA (Continued)

- Matching occurs during the 1st and 15th of each month
- SSA information in the EIV system is updated every 3 months in accordance with the schedule on slide 23

Computer Matching Program with SSA (Continued)

- SS/SSI benefits are modified annually* to reflect the SSA-approved cost of living adjustment (COLA) for all beneficiaries by December 31st of each year
 - * If applicable

Computer Matching Program with SSA (Continued)

HUD-SSA Computer Matching Schedule	
Matching Occurs During the 1st and 15th of Each Month	
PHA State	Month Matched
AL, FL, GA, ID, IL, KY, MD, MI, MO, ND, NY, VA	January, April, July, October
AR, AZ, CA, CO, CT, MA, MN, MS, MT, NM, OK, OR, PA, RQ, SC, WA, WI	February, May, August, November
AK, DC, DE, GQ, HI, IA, IN, KS, LA, ME, NC, NE, NH, NJ, NV, OH, RI, SD, TN, TQ, TX, UT, VQ, VT, WV, WY	March, June, September, December

Identity Verification Status

- **Verified**: tenant personal identifiers have been confirmed by SSA. Available income information is obtained and displayed in EIV
- **Not Verified**: HUD has not yet sent tenant personal identifiers to SSA
- **Pending**: HUD has sent tenant personal identifiers to SSA and awaiting SSA results

Identity Verification Status

- **Failed**: tenant personal identifiers do not match SSA records. No income information is obtained
- **Deceased**: SSA records indicate that the individual is deceased

Identity Verification Status – Example: Verified

[Print-All](#)

Summary Report | Certification Page | Income Report | Income Discrepancy Report

Head of Household Identifiers

Name: LESLIE
 Social Security Number: ***_**_
 Date of Birth (mm/dd/yyyy): XX/XX/1936
 Program Type: Public Housing
 Project: EDGEWOOD HOMES
 Unit Address: _____
 Participant Code: KS053
 Annual Reexamination Date: 11/01/2010
 Tenant Data from Form 50058 as of: 11/25/2009
 Most Recent Type of Action: 2-Annual Reexamination
 Effective Date: 11/01/2009

Household Members

Member SSN	Member First Name	Member Last Name	Date of Birth	Age	Relationship	Identity Verification Status
***_**_	LESLIE		XX/XX/1936	75	Head	Verified

The month and day values in the Date of Birth field have been masked for security reasons.

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Report Generated By - H18XXX NICOLE X FAISON

Identity Verification Status – Example: Pending

[Print-All](#)

[Summary Report](#)
[Certification Page](#)
[Income Report](#)
[Income Discrepancy Report](#)

Head of Household Identifiers

Name: Joann
Social Security Number: ***_**_
Date of Birth (mm/dd/yyyy): XX/XX/1960
Program Type: Sec.8 Vouchers
Project:
Unit Address:
Participant Code: AL050
Annual Reexamination Date: 01/01/2011
Tenant Data from Form 50058 as of: 03/04/2010
Most Recent Type of Action: 7-Other Change of Unit
Effective Date: 01/26/2010

Household Members

Member SSN	Member First Name	Member Last Name	Date of Birth	Age	Relationship	Identity Verification Status
***_**	Joann		XX/XX/1960	50	Head	Pending
***_**	Tyqese		XX/XX/2004	6	Other youth under 18	Pending
***_**	Laprecious		XX/XX/2004	6	Other youth under 18	Pending

The month and day values in the Date of Birth field have been masked for security reasons.

Provide ICN

Identity Verification Status – Detailed Failed Error Message on Income Report

Wage and Benefit Report for Household of TIMOTHY			
PHA Code:	CA001	Program Type:	Public Housing
PHA Name:	CA001 San Francisco HA	Project:	ARGUELLO, SANCHEZ, DUBOCE & 31ST AVE
Annual Reexamination Date:	08/01/2009	Form 50058 as of:	08/29/2008
Address:			
Most Recent Type of Action:	2-Annual Reexamination	Effective Date:	08/01/2008
Head of Household:	TIMOTHY		
Social Security Number:	***_**_	Date of Birth:	XX/XX/1964
Household Member:	TIMOTHY	SSN:	***_**_
Date of Birth:	XX/XX/1964	Relationship:	Head
Verification failed - SS and SSI benefits cannot be disclosed due to discrepancy in date of birth. Date of Birth Reported by SSA 11/11/1959			
Report Date:	09/24/2010	Back to top	
Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data. Report Generated By - <u>H18XXX</u> NICOLE X FAISON			
<small>* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.</small>			

Identity Verification Status – Example: Failed

[Print-All](#)

[Summary Report](#) |
 [Certification Page](#) |
 [Income Report](#) |
 [Income Discrepancy Report](#)

Head of Household Identifiers

Name: TIMOTHY
Social Security Number: ***_**_
Date of Birth (mm/dd/yyyy): XX/XX/1964
Program Type: Public Housing
Project: ARGUELLO, SANCHEZ, DUBOCE & 31ST AVE
Unit Address: _____
Participant Code: CA001
Annual Reexamination Date: 08/01/2009
Tenant Data from Form 50058 as of: 08/29/2008
Most Recent Type of Action: 2-Annual Reexamination
Effective Date: 08/01/2008

Household Members

Member SSN	Member First Name	Member Last Name	Date of Birth	Age	Relationship	Identity Verification Status
***_**_	TIMOTHY		XX/XX/1964	46	Head	Failed

The month and day values in the Date of Birth field have been masked for security reasons.

[Provide ICN](#)

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Report Generated By - H18XXX NICOLE X FAISON

Identity Verification Status – Example: Deceased

[Print-All](#)

Summary Report		Certification Page	Income Report	Income Discrepancy Report		
Head of Household Identifiers						
Name:	SAU					
Social Security Number:	***_**-_____					
Date of Birth (mm/dd/yyyy):	XX/XX/1925					
Program Type:	Sec.8 Vouchers					
Project:						
Unit Address:						
Participant Code:	CA001					
Annual Reexamination Date:	05/01/2010					
Tenant Data from Form 50058 as of:	09/22/2010					
Most Recent Type of Action:	6-End of Participation					
Effective Date:	12/31/2009					
Household Members						
Member SSN	Member First Name	Member Last Name	Date of Birth	Age	Relationship	Identity Verification Status
***_**-_____	SAU		XX/XX/1925	85	Head	Deceased
The month and day values in the Date of Birth field have been masked for security reasons.						
<input type="button" value="Provide ICN"/>						
Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data. Report Generated By - H18XXX NICOLE X FAISON						

Computer Matching Program with HHS

- HUD sends to HHS, the SSNs of Individuals age 18 and over, who have passed both HUD's pre-screening and SSA identity verification process to obtain the following information:
 - W-4
 - QW
 - UI

Computer Matching Program with HHS (Continued)

- Monthly Computer Matching occurs during the **16th** and **30th** of each month to obtain:
 - W-4 (New Hires) for all individuals age 18+
 - QW & UI for all individuals age 18+ for any form HUD-50058 with an action of:
 - New Admission
 - Portability Move-in
 - Historical Adjustment

Computer Matching Program with HHS (Continued)

Note: Monthly matching also done for any household who has a household member who turned 18 since last quarterly computer match

Computer Matching Program with HHS (Continued)

- Quarterly Computer Matching occurs during the 16th and 30th of Feb, May, Aug, and Nov to obtain:
 - W-4 for all individuals age 18+
 - QW & UI for all individuals age 18+

Computer Matching Program with HHS (Continued)

- Matching occurs for any 50058 with an action type of:
 - New admission
 - Annual reexam
 - Interim reexam
 - Portability move-in
 - Portability move-out

Computer Matching Program with HHS (Continued)

- Matching occurs for any 50058 with an action type of:
 - Other change of unit
 - Annual reexam – searching voucher
 - Flat rent annual update; and
 - Historical adjustment

Timing of NDNH Data

- There are reporting time frames associated with the reporting of quarterly and monthly employment data – as imposed by HHS
- SWA and Federal agencies are required to report data within specific time frames

NDNH Reporting Time Frames

- New Hire Employment Information
 - Twice a month for electronic or magnetic medium transmission (12-16 days apart); or
 - Within 20 days of date of hire

NDNH Reporting Time Frames

- Quarterly Wage (Federal)
 - No later than one month after the end of a calendar quarter
- Quarterly Wage (Non-Federal)
 - Within four months of the end of a calendar quarter
- Quarterly Unemployment Compensation
 - Within one month of the end of a calendar quarter

Availability of NDNH Data

Quarter	QW-Federal	QW	UI
Q1 (Jan-Mar)	May	Aug	May
Q2 (Apr-Jun)	Aug	Nov	Aug
Q3 (Jul-Sept)	Nov	Feb	Nov
Q4 (Oct-Dec)	Feb	May	Feb

Access to the EIV System

How to Access HUD's EIV System

How to Obtain EIV Access

- PHA Executive Director (ED) or authorizing official identifies and authorizes all EIV users
- PHA ED or authorizing official and user signs EIV User Access Authorization Form and Rules of Behavior and user Agreement (form HUD-52676)

How to Obtain EIV Access (continued)

- PHA submits form HUD-52676 to EIV Coordinator in local HUD Field Office by:
 - Fax
 - E-mail
 - Mail

How to Obtain EIV Access (continued)

- HUD Field Office (FO) approves and grants PHA staff access to EIV
- ** All EIV users must have a WASS ID with active PIC & EIV access rights

How to Obtain EIV Access (continued)

- Once HUD FO has approved the PHA User Administrator(s) within EIV:
 - PHA User Administer can create access requests for additional and future PHA staff in EIV by:
 - Selecting users from list displayed under User Administration - By Users (link on left)
 - Checking the applicable check boxes next to the desired roles
 - Don't forget to assign PH developments to PHA Occupancy – Public Housing users

EIV User Roles

- **PHA Occupancy-Public Housing**: access to the Debts Owed to PHAs & Terminations Report, Search for Former Tenant, Tenant Income Information and Verification Reports for the Public Housing program
- **PHA Occupancy-Voucher**: access to the Debts Owed to PHAs & Terminations Report, Search for Former Tenant, Tenant Income Information and Verification Reports for the Housing Choice Voucher (HCV) and other PIH Section 8 programs

EIV User Roles (Continued)

- PHA Occupancy – Application

Processor: access to the Debts Owed to PHAs & Terminations Report, Multiple Subsidy Report, Existing Tenant Search, and Former Tenant Search

EIV User Roles (Continued)

- **Program Administrator – Public Housing:** ability to review, enter, update, or delete debt or termination information of former public housing tenants in the Debts Owed to PHAs & Termination module, access to the Debts Owed to PHAs & Terminations Report, and Search for Former Tenants

EIV User Roles (Continued)

- Program Administrator – Voucher:
ability to review, enter, update, or delete debt or termination information of former HCV and other PIH Section 8 tenants in the Debts Owed to PHAs & Termination module, access to the Debts Owed to PHAs & Terminations Report, and Search for Former Tenants of the.

EIV User Roles (Continued)

- **PHA User Administrator:** Allows user to request EIV access for PHA staff; assign, modify, and remove assigned EIV roles; assign public housing developments; certify users, terminate EIV access, and view User Role history, Termination and User Certification reports.

EIV User Roles (Continued)

- PHA Security Administrator: Allows user monitor staff access to the EIV system by viewing the various audit reports:
 - User Session and Activity
 - Tenant Data Access

EIV User Roles (Continued)

- A user may be assigned multiple roles
- PHAs should have at least one occupancy user for each program it administers.
- Occupancy user roles should only be assigned to staff who need to have access to income data (need-to-know basis)

EIV User Roles (Continued)

- The User Administrator should not be the Security Administrator*
- The Security Administrator should not be the User Administrator*
- PHA should have at least 2 User Administrators*
- PHA should have at least 2 Security Administrators*

*Except within small PHAs

User Administration By Users

Double click here

User Administration

- **By Roles**
- **By Users**
- **PHA Access**
 - Requests
 - Requests Report
- **Administer HUB Users**
- **User Maintenance**
- **User Termination Report**
- **User Certification**
- **User Certification Report**
- **User Role History Report**
 - By User
 - By User Administrator

- To request access or modify access
- Click on **By Users**

User Administration By Users (Continued)

User Administration >> By Users

Query/View users by:

Last Name *User ID

Search user ▼

Select Region:

PHA ▼

View users by first letter of last name/User ID

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

*All User Id's begin with C, I, H or M

- Query by last name or User ID
 - Exact Match; or
 - Begins With
- Click on **Select Users** to display user names

User Administration By Users (Continued)

User Administration >> By Users >> Search Results

Next >>

<< Back

1 - 6 of 6 Users

User List

Action	Userid	First Name	Last Name	Code
<input type="checkbox"/>	M	DEIDRA		
<input type="checkbox"/>	M	Olesia		
<input type="checkbox"/>	M	Babette		
<input type="checkbox"/>	M	Meiry		
<input type="checkbox"/>	M	Vickie		
<input type="checkbox"/>	M	Sandra		

Click in check box
to select user(s). Then
Click "Next" button

Next >>

<< Back

1 - 6 of 6 Users

User Administration By Users (Continued)

User Administration - By Roles/By Users

User Profile Details

Selected User

User ID:
User Name:
Office Code:
Participant Code:

List of Roles

Action	Role	Status
<input type="checkbox"/>	PHA DHAP Assistance	
<input checked="" type="checkbox"/>	PHA Occupancy - Application Processor	Approved
<input checked="" type="checkbox"/>	PHA Occupancy - Public Housing	Approved
<input type="checkbox"/>	PHA Occupancy - Voucher	
<input type="checkbox"/>	PHA Security Administrator	
<input type="checkbox"/>	PHA User Administrator	
<input type="checkbox"/>	Program Administrator - Public Housing	
<input type="checkbox"/>	Program Administrator - Voucher	

Update Revoke All

<< Back

Click on "Revoke All"
to remove all assigned roles.

To add roles, click in the
checkbox

EIV User Certification Process

- Users must be certified semi-annually (April & October) to continue accessing EIV
- EIV will terminate user access and assigned roles if user is not certified by deadline (See slide 60)
- Users who are no longer with the agency or whose duties no longer require access should not be certified
 - PHA should terminate EIV access

EIV User Certification Process (Continued)

- If access is terminated, PHA User Administrator will need to be reinstated by HUD FO and generate access requests for all other users whose access is terminated

EIV User Certification Process (Continued)

Certification Period	Begin Certification	Certify By	Access Terminated 12:00A.M., EST
Apr 30 th – Oct 30 th	Apr 1 st	Apr 29 th	Apr 30 th
Oct 31 st – Apr 29 th	Oct 1 st	Oct 30 th	Oct 31 st

EIV User Certification- Certifying EIV Users

Enterprise Income Verification [Home](#) [PIH Home](#)[EIV Home](#) [Search](#) [Email](#)

User Administration >> User Certification Selection

Select Region and Certification Criteria:

<input type="radio"/>	HUD HQ	
<input type="radio"/>	HUB	All
<input type="radio"/>	FO	All
<input type="radio"/>	TARC	All
<input checked="" type="radio"/>	PHA	All

Select Certification Status: All

List Users

All
Pending Certification
Certified Only

Note: User Administrator certifies that the following documents are on file for each user being certified.

- Access Authorization Form
- User Agreement
- Rules of Behaviour

EIV User Certification

Certifying EIV Users (Continued)

User Administration >> User Certification Selection

Select Region and Certification Criteria:

<input checked="" type="radio"/>	HUD HQ	
<input type="radio"/>	HUB	
<input type="radio"/>	FO	
<input type="radio"/>	TARC	
<input type="radio"/>	PHA	All

* Select Program Type: All PIH Programs

* Note: Only applicable to PHA

Select Certification Status: All

List Users

Select "Pending Certification" Status and Click "List Users"

Note:

- Users are required to participate in annual Security Awareness training and HUD-sponsored initial and updated EIV System training. Free HUD-sponsored EIV training is available online at <http://www.hud.gov/webcasts/archives/ph.cfm>
- The User Administrator should not certify any user who has not obtained EIV System and/or Security Awareness training.
- The User Administrator certifies that the User Access Authorization Form & Rules of Behavior are on file for each user being certified.

EIV User Certification

Certifying EIV Users (Continued)

User Administration >> [User Certification Selection](#) >> User Certification

PHA: Number of Users: 3 Program Type: All PIH Programs Certification Status: All

1 - 3 of 3 Users

List of Users and their Roles

User Name: Gwen <input type="text"/>	User ID: M <input type="text"/>	Last Certification Date: 04/26/2010	<input type="button" value="Certify User"/>
PHA Occupancy - Public Housing	PHA Occupancy - Voucher	PHA Security Administrator	PHA User Administrator
Program Administrator - Public Housing			
Program Administrator - Voucher			
User Name: Michelle <input type="text"/>			<input type="button" value="Certify User"/>
PHA Occupancy - Public Housing		Public Housing	Program Administrator - Voucher
User Name: Michael <input type="text"/>			<input type="button" value="Certify User"/>
PHA Occupancy - Public Housing			PHA User Administrator

1 - 3 of 3 Users

Confidential. Privacy Act Data. Civil and criminal penalties apply to misuse of this data.

Click on "Certify User" button to certify user

Terminating EIV Access

- EIV access may be terminated in several ways:
 - Terminate WASS access
 - Remove EIV action in WASS
 - Terminate PIC access
 - Revoke EIV roles assigned to user
 - Failure to certify users in EIV
 - Failure to access HUD secure systems within 90 days
 - Termination via User Maintenance

Terminating EIV Access (Continued)

- HUD will terminate a PHA's EIV access if:
 - Non-compliant with security requirements
- PHA staff's EIV access should be terminated if:
 - Employee leaves agency
 - Terminate access on last day of employment
 - Employee's duties no longer require access
 - Employee violates security requirements

Termination - User Maintenance

User Administration

- By Roles
- By Users
- PHA Access Requests
- Requests Report
- Administer HUB Users
- User Maintenance
- User Termination Report
- **User Certification**
- User Certification Report
- User Role History Report
- By User
- By User Administrator

Enterprise Income Verification

HUB
[Home](#) [PIH HomeEIV Home](#) [Search](#) [Email](#)

User Administration >> User Maintenance

Query/View users by User ID:

Search user

Enter User ID and click on "Get User Information"

Termination - User Maintenance

Enterprise Income Verification [HUD](#)
[Home](#) [PIH HomeEIV Home](#) [Search](#) [Email](#)

User Administration >> [User Maintenance](#) >> User Details

Enter a valid Expiration Date and click Update:

User ID	
First Name	M
Last Name	Lawyer
Code	P Assistant Secretary for Public & Indian Housi
Expiration Date in the format (mm/dd/yyyy) :	<input type="text"/>
	<input type="button" value="Update"/>

Enter date to terminate user access

Using the EIV System

How to Effectively Use the EIV System

Logging onto EIV

User Login [help](#) | [home](#)

Secure Systems
Single Sign On

User ID

Password

ATTENTION: This computer system, and all the systems associated with this system for User Authorization and Authentication, are protected by a computer security system; unauthorized access to these systems is not permitted; and usage may be monitored.

NOTE: There is an inactivity timeout of 30 minutes. Please save your work periodically to avoid being logged out. Please also note that there is a 4 hour session timeout, after which, you will need to re-authenticate. You can then where you left off.

Content updated March 2, 2007

 U.S. Department of Housing and Urban Development
451 7th Street S.W., Washington, DC 20410
Telephone: (202) 708-1112 TTY: (202) 708-1455 [Home](#)
[State](#)

- ❑ URL: https://hudapps.hud.gov/HUD_Systems
- ❑ Type in WASS ID and Password
- ❑ Click on Login or press enter to logon to system

Logging onto ELV (Continued)



The screenshot shows the 'User Login' page of the ELV system. The page has a blue header with the 'Secure Systems' logo on the left and navigation links ('help | search | home | logout') on the right. The main content area is white and contains three sections: 'Legal Warning', 'Warning Notice', and 'Message of the Day'. Below the 'Message of the Day' section, there is a red text annotation: '(Updated by C53535 on 2008-10-31)'. At the bottom of the page, there are two buttons: 'Accept' and 'Logout'. A yellow box with the text 'Double Click' and a blue arrow points to the 'Accept' button. The footer contains the text 'Content updated October 24, 2008', a 'Back To Top' link, and the U.S. Department of Housing and Urban Development contact information.

Secure Systems

User Login help | search | home | logout

Legal Warning

Misuse of Federal Information through the HUD Secure Connection web site falls under the provisions of title 18, United States Code, Section 1030. This law specifies penalties for exceeding authorized access, alterations, damage, or destruction of information residing on Federal Computers.

Warning Notice

The Secure Systems security access software supports Internet Explorer 6.0 browser. Internet Explorer 5.0 browser is supported for all processing systems except ARAMS. Other browsers may not be compatible with this software.

Message of the Day

When calling the Help Desk for GIMS II related issues, please indicate GIMS II- ID P232 so the issue can be directed to the right parties.

The following changes are part of the new SAGIS release:

1. The Project Name **now includes** the Grant Application Number and the Fiscal Year to which it belongs. (Eg: GRANT0000001-2008)
2. Notifications will be sent to reviewers when applications are assigned.
3. A complete SF424 Report is now available in Excel Format.

(Updated by C53535 on 2008-10-31)

Double Click → Accept Logout

Content updated October 24, 2008 [Back To Top](#)

 U.S. Department of Housing and Urban Development
451 7th Street S.W., Washington, DC 20410
Telephone: (202) 708-1112 TTY: (202) 708-1455

Logging onto EIV (Continued)

Secure Systems

Welcome NICOLE FAISON

system administration

- [Business Partners Maintenance](#)
- [EIV Assignments By User](#)
- [EIV Assignments To User](#)
- [Field Office Assignment Maintenance](#)
- [PHA Assignment Maintenance](#)
- [User Maintenance](#)

systems

- [Enterprise Income Verification \(EIV\)](#)
- [Financial Assessment Submission - PHA](#)

Main Menu help | search | home | logout

Systems

- [Enterprise Income Verification \(EIV\)](#)
- [Financial Assessment Submission - PHA \(FASPHA\)](#)
- [Mark-to-Market \(M2M\)](#)
- [Monitoring And Planning System \(MAPS\)](#)
- [Management Assessment Subsystem \(MASS\)](#)
- [Multifamily Delinquency and Default Reporting System \(MDDR\)](#)
- [Public Housing Assessment System: Scores and Status \(NASS\)](#)
- [Physical Assessment Subsystem \(PASS\)](#)
- [PIH Information Center \(PIC\)](#)
- [Test Site for PIH Information Center - PIC Test \(PICTST\)](#)
- [Quality Assurance Subsystem \(QASS\)](#)
- [Resident Assessment Subsystem \(RASS\)](#)
- [Subsidy and Grants Information Systems \(SAGIS\)](#)

Double Click on Link

Legal Warnings/Privacy Act – PHA Users

Notice of Your Responsibility for Security

Information contained in this system is subject to the Privacy Act of 1974 (5 U.S.C. 552a, as amended). Only authorized persons in the conduct of official business may use private information contained in this system. Any individual responsible for unauthorized disclosure or misuse of private, personal information may be subject to fine of up to \$5,000 for each violation.

Certification of EIV & Security Awareness Training

Users are not permitted to access the EIV system if the user has not obtained EIV system and/or Security Awareness training. Free HUD-sponsored EIV training is available online at <http://www.hud.gov/webcasts/archives/ph.cfm>

I acknowledge that I have participated in EIV System and annual Security Awareness training.

Authorization for the Release of Information

The data in the EIV system includes private and confidential information. Staff at Public Housing Agencies and PHA-hired private management agents may not view private information unless there is a signed Authorization for the Release of Information and Privacy Act Notice (Form HUD-9886) or equivalent consent form satisfying requirements under 24 CFR 5.230 in the household's file for the head of household and the spouse of the head of household, or co-head, regardless of age, and for each adult member in the household.

I acknowledge that I understand that this system contains personal information covered by the Privacy Act of 1974 (5 U.S.C. 552a, as amended). Access to this data is solely for governmental purposes. Any individual responsible for unauthorized disclosure or misuse of the private, personal information contained in this information system may be subject to civil or criminal penalties under the Privacy Act.

I certify that a valid form HUD-9886 or equivalent consent form meeting requirements under 24 CFR 5.230, signed by each household member who is at least 18 years of age, and each family head and spouse regardless of age, and for each adult household member, is on file for each household whose income data I view.

To view income data, check the affirmation checkbox to the left and then click on Continue.

Continue

Legal Warnings/Privacy Act – HUD Users (Continued)

Enterprise Income Verification HUD Home PIH Home EIV Home Search Email

Legal Warning

Misuse of Federal Information through the HUD Secure Connection web site falls under the provisions of Title 18, United States Code, Section 1030. This law specifies penalties for exceeding authorized access, alterations, damage, or destruction of information residing on Federal Computers.

Notice of Your Responsibility for Security

Information contained in this system is subject to the Privacy Act of 1974 (5 U.S.C. 552a, as amended). Only authorized persons in the conduct of official business may use private information contained in this system. Any individual responsible for unauthorized disclosure or misuse of private, personal information may be subject to fine of up to \$5,000 for each violation.

Certification of EIV & Security Awareness Training

Users are not permitted to access the EIV system if the user has not obtained EIV system and/or Security Awareness training. Free HUD-sponsored EIV training is available online at <http://www.hud.gov/webcasts/archives/ph.cfm>

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Click Each Check Box

Double Click Continue

Getting Started in EIV

Enterprise Income Verification HUD Home PIH Home EIV Home Search

Welcome NICOLE X FAISON

**Functions on Left In White
Click to Access**

Welcome NICOLE X FAISON

- Back to Secure Systems
- Back to EIV Main Page
- Program Office Selection

Debts Owed to PHAs & Terminations

- Search for Former Tenant
- Enter/Update Information
- Debts Owed to PHAs & Terminations Report

Income Information

- By Head of Household
- By Reexamination Month
- New Hires Report

Verification Reports

- Existing Tenant Search
- Multiple Subsidy Report
- Identity Verification Report
- Immigration Report
- Deceased Tenants Report
- Income Discrepancy Report

EIV Announcement Announcement Date: 09/13/2010

09/13/2010. Because we had problems the last two weeks, this message is being placed here to notify users that the EIV PIH Summarization job ran successfully last weekend and that all reports are available.

Subscribe to the PIH RHIP mailing list to receive the latest and greatest on EIV, program guidance and tips. To subscribe, go to: <http://www.hud.gov/subscribe/maillinglist.cfm>, double-click on the PIH-RHIP link and follow the instructions.

Question and Answer session to supplement the taped December 2009 MF Housing EIV webcast Thursday, February 25, 2010. The 2009 webcast can be found at <http://portal.hud.gov/portal/page/portal/HUD/webcas>

Timeout Notice!
Your EIV Session will time out after thirty (30) minutes of inactivity, closing the session and logging you off the system. The page that was active when the session timed out will continue to display. Before you can perform another system function after a time out occurs, you will be prompted to log on again.

Notice of Browser Compatibility
The EIV System supports browser version Internet Explorer 6.0 and higher. Other browsers may not be compatible with this software.

Attention !!
Next User re-certification is due 6 months from your last certification date. Your certification period is semi-annually.

Viewing EIV Data For a Household

- Ability to view household summary, income details or income discrepancy information within one click
- Click on the Income Report tab to view household income details
 - Available employment and income information is displayed for each household member

Viewing EIV Data For a Household (Continued)

- Detailed error messages as to why a household member's identity verification failed
- Date household member died is displayed for any household member whose identity verification status is "deceased"
- Alert (indication) of possible multiple rental assistance

Use of EIV Income Report

- Identify income (wages, unemployment and SS/SSI benefits – only) not previously reported
- Identify historical patterns of earnings and received income
- Identify new employment

Use of ELV Income Report (Continued)

- Determine need to pursue traditional 3rd party verification
- Identify reason(s) for tenant failed identity verification
- Identify household members who may be receiving multiple HUD rental assistance

Access Tenant Information

- Tenant information can be accessed:
 - Single (By Head of Household); or
 - Batch (By Reexamination Month)
- EIV contains a Household Income Report for each household reported in PIC

Access Tenant Information By Head of Household

Enterprise Income Verification HUD Home PIH Home EIV Home Search

Welcome NICOLE X FAISON

Welcome NICOLE X FAISON

- Back to Secure Systems
- Back to EIV Main Page
- Program Office Selection

Debts Owed to PHAs & Terminations

- Search for Former Tenant
- Enter/Update Information
- Debts Owed to PHAs & Terminations Report

Income Information

- **By Head of Household**
- By Reexamination Month
- New Hires Report

Verification Reports

- Existing Tenant Search
- Multiple Subsidy Report
- Identity Verification Report
- Immigration Report
- Deceased Tenants Report
- Income Discrepancy Report

EIV Announcement EIV v9.1.0.1

Announcement Date: 09/13/2010

09/13/2010. Because we had problems the last two weeks, this message is being placed here to notify users that the EIV PIH Summarization job ran successfully last weekend and that all reports are available.

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Question and Answer session 2010. The 2009 webcast can be found [here](#).

Timeout Notice!

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Attention !!

Next User re-certification is due 6 months from your last certification date. Your certification period is semi-annually.

Double click on By Head of Household link

Access Tenant Information By Head of Household (Continued)

Enterprise Income Verification [HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Income Information >> By Head of Household

Enter one or a combination of the following fields and click Search to retrieve household income data:

Enter Head of Household's Social Security Number: - -

Enter Head of Household's Last Name: exact match

Enter Head of Household's Date of Birth (mm/dd/yyyy):

Select a Participant Code:



Enter Data - Double Click on Search button

Example of PHA User with Access to Multiple PHAs

Enterprise Income Verification [HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Income Information >> By Head of Household

Enter one or a combination of the following fields and click Search to retrieve household income data:

Enter Head of Household's Social Security <u>N</u> umber:	<input type="text"/> - <input type="text"/> - <input type="text"/>
Enter Head of Household's <u>L</u> ast Name:	<input type="text"/> exact match <input type="button" value="v"/>
Enter Head of Household's <u>D</u> ate of Birth (mm/dd/yyyy):	<input type="text"/>
Select a Participant <u>C</u> ode:	Select a Participant Code <input type="button" value="v"/> Select a Participant Code FL001 - Jacksonville Housing Authority IL002 - Chicago Housing Authority OH001 - Columbus Metropolitan Housing Authority TX004 - Housing Authority of Fort Worth

Access Summary Report

[Print-All](#)

[Summary Report](#)
[Certification Page](#)
[Income Report](#)
[Income Discrepancy Report](#)

Head of Household Identifiers	
Name:	TIMOTHY
Social Security Number:	***_**_
Date of Birth (mm/dd/yyyy):	XX/XX/1964
Program Type:	Public Housing
Project:	ARGUELLO, SANCHEZ, DUBOCE & 31ST AVE
Unit Address:	
Participant Code:	CA001
Annual Reexamination Date:	08/01/2009
Tenant Data from Form 50058 as of:	08/29/2008
Most Recent Type of Action:	2-Annual Reexamination
Effective Date:	08/01/2008

Household Members

Member SSN	Member First Name	Member Last Name	Date of Birth	Age	Relationship	Identity Verification Status
***_**_	TIMOTHY		XX/XX/1964	46	Head	Failed

The month and day values in the Date of Birth field have been masked for security reasons.

[Provide ICN](#)

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Report Generated By - H18XXX NICOLE X FAISON

Access Optional Certification Page

[Printer-Friendly Version](#)

[Summary Report](#)
[Certification Page](#)
[Income Report](#)
[Income Discrepancy Report](#)

The following household member's EIV-reported income has been reviewed and verified by the PHA.

Household Members

Member SSN	Member First Name	Member Last Name	Date of Birth	Age	Relationship	Identity Verification Status
***-**-2483	TIMOTHY	BOWIE	XXXX/1964	46	Head	Failed

By signing below, the PHA certifies that:

- Each member of the household who is at least 18 years of age has signed a consent form in accordance with HUD regulations.
- Any substantial disparities between tenant-reported and EIV-reported income have been verified in accordance with the Federal Privacy Act and HUD regulations.

PHA Staff - Printed Name

PHA Staff - Signature

Date

By signing below, the household member certifies that: The PHA has discussed the EIV-reported income information that pertains to him/her; and

Agrees with the EIV-reported information or Disputes the EIV-reported information for the following reason(s):

- Not employed by listed employer
- Stopped working for employer on (specify date) / /
- Not receiving SS/SSI benefits
- Stopped receiving SS/SSI benefits on (specify date) / /
- Not receiving unemployment compensation
- Stopped receiving unemployment compensation on (specify date) / /
- Other: _____

Under the penalty of perjury, I hereby certify that the declarations I have made in this document are true and complete. I understand and acknowledge that any knowing or willful misrepresentation of the declarations (including submission of falsified supporting documentation to support my declarations) contained in this document may result in civil liability and/or criminal penalties, including by not limited to fine or imprisonment, or both under the provisions of Title 18 of the United States Code (USC), Section 1001. A person convicted of violation 18 USC 1001, shall be fined not more than \$10,000, or imprisoned not more than 8 years, or both.

Access Income Report

[Printer-friendly version](#)

Summary Report Certification Page **Income Report** Income Discrepancy Report

Wage and Benefit Report for Household of LESLIE			
PHA Code:	KS053	Program Type:	Public Housing
PHA Name:	KS053 Lawrence/Douglas County	Project:	EDGEWOOD HOMES
Annual Reexamination Date:	11/01/2010	Form 50058 as of:	11/25/2009
Address:			
Most Recent Type of Action:	2-Annual Reexamination	Effective Date:	11/01/2009
Head of Household: LESLIE M ROGERS			
Social Security Number:	***-**_2472	Date of Birth:	XX/XX/1936
Household Member: LESLIE SSN: ***_**_			
Date of Birth:	XX/XX/1936	Relationship:	Head
Employment Information			
EIV received no Employment (W4) data.			
Wages			
Pay Period	Amount FEIN	Employer Name and Address	Date Received by EIV
Q2 of 2005	\$250.00 48-0938036	CHECKERS 2300 LOUISIANA ST, LAWRENCE KS 66046-4718	12/03/2005
Q1 of 2005	\$569.00 48-0938036	CHECKERS 2300 LOUISIANA ST, LAWRENCE KS 66046-4718	10/12/2005
Q4 of 2004	\$873.00 48-0938036	CHECKERS 2300 LOUISIANA ST, LAWRENCE KS 66046-4718	10/12/2005

Access Income Discrepancy Report

Income Information >> [By Head of Household](#) >> Income Discrepancy Report

[Printer-Friendly Version](#)

Summary Report

Certification Page

Income Report

Income Discrepancy Report

No Income Discrepancy Report is available for the household.

Contents of Income Report

- HOH summary information
- Employment Information
- Wages
- Unemployment Benefits
- Social Security Benefits
- Dual Entitlement
- Medicare Data
- Supplemental Security Benefits
- Disability

HOH Summary Information

- Information extracted from PIC (data from 50058):
 - PHA Code (1b)
 - PHA Name (1a)
 - Program Type (1c)
 - Project Name (for Public Housing only)
 - Next Annual Reexam Date (2i)
 - Transmission Date of 50058
 - Unit Address (5a)
 - Most Recent Type of Action (2a)
 - Effective Date of Most Recent Action (2b)

HOH Summary Information (Continued)

- Information extracted from PIC (data from 50058):
 - HOH Name (3b, 3c & 3d)
 - HOH SSN (3n)
 - HOH DOB (3e)

Employment Information (W-4)

- This section of the Household Income Report contains all new hire information for each adult household member:
 - Hire Date
 - Hire State
 - Federal Employer Identification Number (FEIN)
 - Employer Name and Address
 - Date Received by EIV

Wage Information

- This section of the Household Income Report contains wage information for each adult household member:
 - Pay period (quarter and year)
 - Amount (of gross wages)
 - FEIN
 - Employer name and address
 - Date received by EIV

Wage Information – Example

Wages				
Pay Period	Amount	FEIN	Employer Name and Address	Date Received by EIV
Q2 of 2005	\$250.00	48-0938036	CHECKERS 2300 LOUISIANA ST, LAWRENCE KS 66046-4718	12/03/2005
Q1 of 2005	\$569.00	48-0938036	CHECKERS 2300 LOUISIANA ST, LAWRENCE KS 66046-4718	10/12/2005
Q4 of 2004	\$873.00	48-0938036	CHECKERS 2300 LOUISIANA ST, LAWRENCE KS 66046-4718	10/12/2005
Q3 of 2004	\$1,518.00	48-0938036	CHECKERS 2300 LOUISIANA ST, LAWRENCE KS 66046-4718	10/12/2005
Q2 of 2004	\$1,786.00	48-0938036	CHECKERS 2300 LOUISIANA ST, LAWRENCE KS 66046-4718	10/12/2005
			CHECKERS	

Unemployment Benefits

- This section of the Household Income Report contains unemployment benefit information for each adult household member:
 - Pay period (Quarter and Year)
 - Amount of gross benefit
 - Date received by EIV

Unemployment Benefits - Example

Unemployment Benefits		
Pay Period	Amount	Date Received by EIV
Q2 of 2008	\$351.00	07/26/2008
Q1 of 2008	\$1,170.00	07/26/2008
Q2 of 2007	\$530.00	08/22/2007
Q1 of 2007	\$1,166.00	05/18/2007
Q2 of 2006	\$21.00	08/31/2006
Q1 of 2006	\$1,359.00	08/31/2006
Q2 of 2005	\$0.00	10/13/2005

Social Security (SS) Benefits

- This section of the Household Income Report contains SS information for each household member:
 - Payment status code
 - Date of current entitlement
 - Net monthly benefit if payable
 - Payee name and address
 - Benefit history
 - Lump Sum Date and Amount

Social Security Benefits - Example

Social Security Benefits			
Verification Data		Benefit History	
Payment Status Code:	C - Current payment status (except railroad payment)	Date	Gross Benefit
Date of Current Entitlement:	11/2006	12/2009	\$488.00 Benefits paid
Net Monthly Benefit if Payable:	\$488.00	12/2008	\$488.00 Benefits paid
Payee Name and Address:	GLADYS	12/2007	\$461.00 Benefits paid
		01/2007	\$451.00 Benefits paid
		12/2006	\$440.00 Benefits paid
		11/2006	\$426.00 Benefits paid
		07/2006	\$321.00 Benefits paid
		Lump Sum	
		Date	Amount
		11/01/2009	\$0.00
Date Received by EIV: 04/06/2010			

SS Information: Medicare Buy-in = Yes

Medicare Data		Premium Buy-in				
Verification Data		Buy-in Start	Buy-in Stop			
Payee Name and Address:	ARTHUR L	Hospital Insurance:	\$423.00	Y	05/01/2005	Not Available
		Supp. Med. Insurance:	\$96.40	Y	06/01/2005	Not Available

Supplemental Security Benefits		Payment History of Net Benefits Paid			
Verification Data		Date	Federal Amount	State Amount	Type of Payment
Payment Status Code:	C01 - Current Pay				
Alien Indicator:	N				
SSI Monthly Assistance Amount (Current):	\$637.00	01/01/2008	\$637.00	\$0.00	Recurring Payment
State Supplement Amount (Current):	\$0.00	01/01/2007	\$623.00	\$0.00	Recurring Payment
		01/01/2006	\$603.00	\$0.00	Recurring Payment
		01/01/2005	\$579.00	\$0.00	Recurring Payment
Payee Name and Address:	ARTHUR L				ent ent ent ent

Disability
Disability:
Report Date:

Insurance is paid by 3rd party – these amounts should not be used to calculate allowable medical expense deduction

SS Information: Medicare Buy-in = No

Social Security Benefits		Benefit History	
Verification Data		Date	Gross Benefit
Payment Status Code:	C - Current payment status (except railroad payment)	12/2007	\$790.40
Date of Current Entitlement:	1/2004	12/2006	\$772.50
Net Monthly Benefit if Payable:	\$694.00	8/2006	\$747.50
Payee Name and Address:	-----	12/2005	\$748.00
		12/2004	\$718.00
		1/2004	\$699.00
			Benefits paid

Dual Entitlement	
EIV received no benefit data.	

Medicare Data		Premium Buy-in	Buy-in Start	Buy-in Stop		
Verification Data						
Payee Name and Address:	CARRIE 5220 YC BALTIM	Hospital Insurance:	\$0.00	N	Not Available	Not Available
		Supp. Med. Insurance:	\$96.40	N	Not Available	Not Available

Difference between gross and net benefit is tenant-paid Supp. Medical insurance

SS Information: Disallowed Claim

Social Security Benefits	
Verification Data	Benefit History
Payment Status Code:	N - Disallowed claim
Date of Current Entitlement:	Not Available
Net Monthly Benefit if Payable:	\$0.00
Payee Name and Address:	ALEEM ----- WILMINGTON

SS Information: Terminated Benefits

Social Security Benefits			
Verification Data		Benefit History	
Payment Status Code:	T6 - Child beneficiary is no longer attending school on full-time basis and is between ages 18 and 19, or a disabled child is no longer under a disability	Date	Gross Benefit
Date of Current Entitlement:	12/1999	3/2001	\$694.00 Benefits not paid
Net Monthly Benefit if Payable:	\$0.00	12/2000	\$694.00 Benefits paid
Payee Name and Address:	HOBBS		
		4/2000	\$671.00 Benefits paid

Dual Entitlement

- This section of the Household Income Report contains Dual Entitlement information for each household member:
 - Claim Number
 - Payment Status Code
 - Date of Current Entitlement
 - Net Monthly Benefit if Payable
 - Payee Name and Address
 - Benefit History

Dual Entitlement – Example 1

Dual Entitlement				
Verification Data			Benefit History	
Claim Number#:	11	38-B	Date	Gross Benefit
Payment Status Code:	C - Current payment status (except railroad payment)		12/2007	\$110.00 Benefits paid
Date of Current Entitlement:	6/2008		12/2006	\$107.00 Benefits paid
Net Monthly Benefit if Payable:	\$110.00		6/2008	\$104.00 Benefits paid
Payee Name and Address:	BRENDA		10/2002	\$0.00 Benefits not paid

Dual Entitlement – Example 2

Dual Entitlement		Benefit History	
Verification Data		Date	Gross Benefit
Claim Number:	7-D		
Payment Status Code:	T5 - Entitled to other benefits		
Date of Current Entitlement:	5/1969		
Net Monthly Benefit if Payable:	\$0.00		
Payee Name and Address:			



Tenant was once eligible for Dual Entitlement, but currently, no benefits are being paid.

Dual Entitlement – Example 3

Benefits Not Paid

Social Security Benefits			
Verification Data		Benefit History	
Payment Status Code:	C - Current payment status (except railroad payment)	Date	Gross Benefit
Date of Current Entitlement:	4/1993	12/2007	\$283.00 Benefits paid
Net Monthly Benefit if Payable:	\$283.00	12/2006	\$277.00 Benefits paid
Payee Name and Address:	CELIA 1013 CLARET FORT WORT	12/2005	\$268.00 Benefits paid
		12/2004	\$258.00 Benefits paid
		1/2004	\$251.00 Benefits paid
		12/2003	\$249.00 Benefits paid
		1/2003	\$244.00 Benefits paid
		12/2002	\$241.00 Benefits paid
		Lump Sum	
		Date	Amount
		04/01/2008	\$0.00

Dual Entitlement			
Verification Data		Benefit History	
Claim Number:	462884473-B	Date	Gross Benefit
Payment Status Code:	AD - Adjusted for dual entitlement	12/2007	\$38.00 Benefits not paid
Date of Current Entitlement:	4/1993	12/2006	\$37.00 Benefits not paid
Net Monthly Benefit if Payable:	\$38.00	12/2005	\$36.00 Benefits not paid
Payee Name and Address:	CELIA 2711 NW 21 ; FORT WORT	12/2004	\$35.00 Benefits not paid
		1/2004	\$34.00 Benefits not paid
		12/2003	\$32.00 Benefits not paid
		1/2003	\$31.00 Benefits not paid
		12/2002	\$28.00 Benefits not paid

Medicare Data

- This section of the Household Income Report contains Medicare Data for each household member:
 - Payee Name and Address
 - Premium Amount for Hospital & Supplemental Medical Insurance
 - Buy-in Status (Yes or No)
 - If “Yes” insurance is paid by a 3rd party
 - Not to be used for determining medical deduction
 - Buy-in Start Date & Buy-in End Date

Supplemental Security Income Benefits

- This section of the Household Income Report contains Supplemental Security Income (SSI) information for each household member:
 - Payment Status Code
 - Alien Indicator
 - Current SSI Monthly Assistance Amount
 - Current State Supplemental Amount
 - Payee Name and Address
 - Benefit History

Disability

- This section of the Household Income Report contains Disability information for each household member:
 - Disability Status (Yes or No)
 - On-set Date of Disability

Note: *Do not use this section for verification of disability if individual is not currently receiving disability payment*

Disability - Example

Disability		
Disability:	Yes	On-set Date:
Date Received by EIV: 04/06/2010		

Accessing Tenant Information By Reexamination Month

- Tenant information can be accessed for multiple tenants of a PHA
- Report criteria selection
 - Program Type (All, PH, S8)
 - Reexam Month
 - A specific month or all months
 - PHA Code

Accessing Tenant Information By Reexamination Month (Continued)

- Access to summary reports
 - Printer-friendly
 - Downloadable into Excel
- Access to detail reports by clicking link to summary reports
 - Printer-friendly only for detailed Income Reports
- Page tabs allow easy access between summary and detail reports with one click

Accessing Tenant Information By Reexamination Month (Continued)

Welcome NICOLE X FAISON

- **Back to Secure Systems**
- **Back to EIV Main Page**
- **Program Office Selection**

Debts Owed to PHAs & Terminations

- **Search for Former Tenant**
- **Enter/Update Information**
- **Debts Owed to PHAs &
Terminations Report**

Income Information

- **By Head of Household**
- **By Reexamination Month**
- **New Hires Report**

Accessing Tenant Information By Reexamination Month (Continued)

Enterprise Income Verification [HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Income Information >> By Reexamination Month

Select Program Type, Reexamination Month and Participant Code. Click Search to retrieve reports summary:

Select <u>P</u> rogram Type:	All PIH Programs ▾
Select Reexamination <u>M</u> onth:	December ▾
Select Participant <u>C</u> ode:	M0009 JEFFERSON CITY ▾

Accessing Tenant Information By Reexamination Month (Continued)

Income Information >> [By Reexamination Month](#) >> Reports Summary

Select Program Type and Reexamination Month. Click Search to retrieve reports summary:

Select Program Type: All PIH Programs ▾

Select Reexamination Month: September ▾

Select Participant Code: AL056 HALEYVILLE ▾

Search

Summary Reports as of September 19, 2010

Report Type	Number of Households	Number of Members
Income Report	12	13
New Hires Report	0	0
Income Discrepancy Report	0	--
Failed Verification Report	0	0
Failed EIV Pre-Screening Report	0	0
No Income Report	1	2

Note: The report (s) links will not be active because of any of the following reasons.

- The number of households for display is more than the specified limit when 'All' is selected in the reexamination month.
- If the number of households is Zero (0).

Summary Income Report

Income Information >> [By Reexamination Month](#) >> [Reports Summary](#) >> Income Report Summary

Income Report Summary	
Participant Code:	MO009 JEFFERSON CITY
Program Type:	All PIH Programs
Reexamination Month:	December
Households With Income:	2
Download in Excel Printer Friendly Page with ICN	

Search By HOH Last Name : [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#) [All](#)

1 - 2 of 2 Households

Summary Reports Detail Reports

HOH SSN	HOH First Name	HOH Last Name	HOH DOB	Project	Unit Code	Unit Address
***_**	DANIEL		08/27/1966			
***_**	REBECCA		01/04/1972			

1 - 2 of 2 Households

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Report Generated By - H18XXX NICOLE X FAISON

Detail Income Report

Income Information >> [By Reexamination Month](#) >> [Reports Summary](#) >> Income Detail Report

Income Report Detail	
Participant Code:	MO009 JEFFERSON CITY
Program Type	All PIH Programs
Reexamination Month	December
Households With Income	2
By HOH Last Name Filter	A

[Printer-Friendly Version](#)
[Printer-Friendly Version With Certification Page](#)

1 - 2 of 2 Households

Summary Reports **Detail Reports**

Wage and Benefit Report for Household of DANIEL AKERS			
PHA Code:	MO009	Program Type:	Sec.8 Vouchers
PHA Name:	MO009 JEFFERSON CITY	Project:	
Annual Reexamination Date:	12/01/2010	Form 50058 as of:	11/24/2009
Address:			
Most Recent Type of Action:	2-Annual Reexamination	Effective Date:	12/01/2009
Head of Household: DANIEL			
Social Security Number:	***_**_	Date of Birth:	XX/XX/1966

Summary Income Discrepancy Report

Income Discrepancy Report Summary

Participant Code:	M0009 JEFFERSON CITY
Program Type:	All PIH Programs
Reexamination Month:	December
Households with Income Discrepancy:	1

[Download in Excel](#)

Click on Details Report Tab

1 - 1 of 1 Households

Summary Reports	Detail Reports
------------------------	-----------------------

HOH SSN	HOH Last Name	Project	Annual Income Discrepancy (Actual)	Annual Income Discrepancy (Annualized last quarter)	Threshold Percentage
72	DYE		(\$7,660.76)	(\$7,818.48)	(91.57%)

1 - 1 of 1 Households

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Detail Income Discrepancy Report

Income Discrepancy Report Detail		
Participant Code:	MO009 JEFFERSON CITY	
Program Type	All PIH Programs	
Reexamination Month	December	
Households that Exceed Threshold	1	
1 - 1 of 1 Households		
<div style="display: flex; justify-content: space-between;"> Summary Reports Detail Reports </div>		
Head of Household Information		
Name:	SUE	
Social Security Number:	272	
Program Type	Section 8	
Project:		
Effective Date of Action:	12/01/2007	
Annual Reexamination Date:	12/01/2008	
Projected Annual Wages and Benefits from Form HUD-50058:	\$705.00	
Period Of Income for Discrepancy Analysis	09/01/2006 - 08/31/2007	
Discrepancy Analysis	Actuals	Annualized Last Quarter
Reported Annual Wages and Benefits from EIV Data:	\$8,365.76	\$8,523.48
Amount of Annual Income Discrepancy:	(\$7,660.76)	(\$7,818.48)
Amount of Monthly Income Discrepancy:	(\$638.40)	(\$651.54)
Percentage of Income Discrepancy:	(91.57%)	(91.73%)
Confidential. Privacy Act Data. Civil and criminal penalties apply to misuse of this data.		

Failed Verification Report

- Identifies program participants with invalid tenant personal identifiers:
 - Incorrect SSNs
 - Date of Birth
 - Surnames
- Identifies deceased household members
- PHAs should use this report to correct erroneous data on the form HUD-50058

No Income Report

- Identifies households in which there was no income reported by HHS and SSA
- This does not mean that the household has zero income

New Hires Report

- HUD requests two years' worth of new hire information each month
- Useful for identifying tenants who have started a new job within the last 6 months
- New Hire information is updated monthly

Multiple Subsidy Report

Understanding the Multiple Subsidy Report

Multiple Subsidy Report

- Identifies households who may be receiving multiple rental assistance in PIH and/or MFH programs. The report includes the following information:
 - HOH SSN
 - HOH Last Name
 - Program Type
 - Relationship of household member
 - PHA Code
 - Project Code (if applicable)
 - Unit address

Multiple Subsidy Report (Continued)

- Search Criteria:
- Within PIH programs only
 - Results: subsidy within PIH programs only
- Within PIH & MFH programs
 - Results: subsidy within PIH and MFH programs

Multiple Subsidy Report (Continued)

- Search Criteria:
 - All household members
 - Adults only
 - Children only

Accessing the Multiple Subsidy Report

Verification Reports >> Multiple Subsidy Report >> Report Selection

Multiple Subsidy Report

- By Field Office :
- By Participant Code :

- Search within PIH Program only
- Search within PIH and MF Programs

- All household members
- Only adult household members
- Only household members under the age of 18

Search

Summary Multiple Subsidy Report

Verification Reports >> Multiple Subsidy Report >> [Report Selection](#) >> Multiple Subsidy Report Summary

Multiple Subsidy Report Summary

Participant Code:	FL001
Members Receiving Multiple Subsidies:	9
Search Criteria:	Within PIH and MF Programs

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1 - 9 of 9 Members

Summary Reports

Detail Reports

Member SSN	Member Last Name ↕	Member DOB	Count of subsidies for the member ↕
95	FNOVDTRW	11/30/2005	2
08	FNQLI	04/01/2004	2
86	HMXVGO	04/24/1986	2
23	INQLI	04/07/2006	2
13	JZFKURD	09/19/1989	2
49	KKT	06/22/1993	2
90	LBVYEB	10/05/2003	2
90	MGOJMBX	10/31/1994	2
33	MGOJMBX	10/27/1974	2

1 - 9 of 9 Members

Multiple Subsidy Report Details

Summary Reports		Detail Reports	
Member Information			
Member SSN		220-	
Member Last Name		ALEXANDER	
Member DOB		01/16/2003	
PHA Code		MD002	
Program Type		Voucher	
Project Code			
50058 Effective Date		08/24/2006	
Type of Action		7-Other Change of Unit	
Household Information of Households Where ALEXANDER Receives Subsidy			
HOH SSN		217-	
HOH Last Name		Jackson	
Program Type		Voucher	
Relationship for the Member		Other youth under 18	
PHA Code		MD002	
Project Code			
Unit Address		1925 North Longwood St , Baltimore , MD , 21216	
HOH SSN		212-	
HOH Last Name		ADAMS	
Subsidy Type			
Relationship for the Member			
Contract Number		MD06H020056	
Project Number		05235338	
Unit Address		139 W HENRIETTA ST 0139 , BALTIMORE , MD , 21230	

Reasons For False/Positives

- PHA did not update family composition on form HUD-50058 (PIH) or 50059 (MFH) to remove family members who have moved out of the unit
 - i.e. a household member shows up as a household member in one unit and as the HOH in another unit
- Family is using voucher at eligible project-based Section 8 program
 - i.e. unit address is the same

Detail Multiple Subsidy Report

Example of False/Positive #1

Member Information	
Member SSN	
Member Last Name	WILLIAMS
Member DOB	04/08/1983
Count of Subsidies	2
Household Information of Households Where WILLIAMS Receives Subsidy	
Member First Name	
HOH SSN	
HOH Last Name	WILLIAMS
Program Type	Tenant-Based Assistance
Relationship for the Member	Head
Project Code	null
50058 Effective Date	03/01/2008
Type of Action	Annual Reexamination
Unit Address	...
PHA	MD002 Baltimore City Housing Authority
PHA Address	417 E FAYETTE Street, , BALTIMORE, MD, 21202-
PHA Telephone Numbers	Office: (410) 396-3232 Fax: (410) 545-7771
Member First Name	
HOH SSN	
HOH Last Name	WILLIAMS
Program Type	Public Housing
Relationship for the Member	Other Adult
Project Code	MD002000053
50058 Effective Date	01/01/2009
Type of Action	Annual Reexamination
Unit Address	601 WYANOKE AV 500, Baltimore, MD, 21218
PHA	MD002 Baltimore City Housing Authority
PHA Address	417 E FAYETTE Street, , BALTIMORE, MD, 21202-
PHA Telephone Numbers	Office: (410) 396-3232 Fax: (410) 545-7771

Detail Multiple Subsidy Report

Example of False/Positive #2

Member Information	
Member SSN	75
Member Last Name	BALL
Member DOB	02/21/1944
Count of Subsidies	2
Household Information of Households Where BALL Receives Subsidy	
Member First Name	D
HOH SSN	75
HOH Last Name	BALL
Program Type	Voucher
Relationship for the Member	Head
Project Code	
50058 Effective Date	06/01/2007
Type of Action	New Admission
Unit Address	1203 7TH STREET, NW #104, WASHINGTON, DC, 20001
PHA	DC001 D.C Housing Authority
PHA Address	1133 N 1133 N. Capitol Street, NE ST NE, , Washington, DC, 20002-
PHA Telephone Numbers	Office: (202) 535-1500 Fax: (202) 535-1740
Member First Name	D
HOH SSN	75
HOH Last Name	BALL
Subsidy Type	Section 8
Relationship for the Member	Head of Household
Contract Number	DC39M000056
Project Number	00044208
50059 Effective Date	05/01/2007
Certification Type	Annual Recertification
Unit Address	1203 7TH ST NW APT 104 04104, WASHINGTON, DC, 20001

Same address – no problem

Alert of Multiple Assistance on Household Income Report

Summary Report		Income Report		Income Discrepancy Report	
Wage and Benefit Report for Household of LUL [REDACTED]					
PHA Code:	MO001	Program Type:	Sec.8 Vouchers		
PHA Name:	ST. LOUIS	Project:			
Annual Reexamination Date:	01/01/2009	Form 50058 as of:	01/31/2008		
Address:	301 LINDY B.				
Most Recent Type of Action:	1-New Admission	Effective Date:	01/01/2008		
Head of Household: LUL ABDI					
Social Security Number:	***-**-0872	Date of Birth:	XX/XX/1967		
Family Member:					
	LUL [REDACTED] *	SSN:	***-**-72 *		
Date of Birth:	XX/XX/1967	Relationship:	Head		
<i>EIV received no income or benefits data.</i>					
* This member may be receiving multiple subsidies. See the Multiple Subsidy Tenant Report for details.					
Family Member:					
	ADNAN [REDACTED] *	SSN:	***-**-98 *		
Date of Birth:	XX/XX/1989	Relationship:	Other Adult		
<i>EIV received no income or benefits data.</i>					
* This member may be receiving multiple subsidies. See the Multiple Subsidy Tenant Report for details.					



Multiple Subsidy Report - What to do if there is a match

- Update family composition on 50058, if necessary
- Advise tenant it appears he/she is already receiving assistance

Multiple Subsidy Report -

What to do if there is a match

- Give tenant opportunity to explain and/or provide documentation he/she is not still assisted
 - Copy of current lease
 - Notice of key return for prior subsidized unit
- If necessary, contact PHA to confirm current tenancy status
- Take action in accordance with PHA policy

Existing Tenant Search

How to Screen Applicants for Duplicate Assistance

Existing Tenant Search Results - Negative

Enterprise Income Verification [HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Verification Reports >> [Existing Tenant Search](#)

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

PIH Tenant Match Results : 0 match found.

No match found in PIH programs

MF Tenant Match Results : 0 match found.

No match found in MF programs

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Existing Tenant Search Results - Positive

PIH Tenant Match Results : 1 match found.

SSN:	88
HOH SSN:	***_**_*
HOH First Name	REGINALD
HOH Last Name	
Program Type	Voucher
50058 Type Of Action	Interim Reexamination
50058 Effective Date	04/01/2008
PHA	TX009 Dallas
PHA Address	6000 W. Hampton Road, Apt 101, Dallas, TX 75206
PHA Telephone Numbers	Office: (214) 951-8300 Fax: (214) 951-8800

MF Tenant Match Results : 0 match found.

No match found in MF programs

ALERT! This individual *may be* currently assisted.

Follow-up with respective PHA/Owner/Agent to confirm individual's program participation status before admission into program.

Identity Verification Report

Understanding the Identity Verification Report

Accessing the Identity Verification Report

- Identifies households with household members
 - Failed EIV Pre-Screening
 - Failed SSA Identity Test
 - Pending Verification

Accessing the Identity Verification Report

- Report selection criteria
 - Program Type
 - Reexam Month
 - PHA
- PHA is required to view report monthly

Identity Verification Report – Report Selection

Enterprise Income Verification [HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Verification Reports >> Identity Verification Report >> Report Selection

Report Selection

Program Type:

Reexamination Month:

Select Region:

PHA

Identity Verification Report – Failed EIV Pre-Screening

Verification Reports >> [Report Selection](#) >> PHA Statistics

Failed EIV Pre-Screening Failed SSA Identity Test Pending Verification

Failed EIV Pre-Screening Report as of 09/19/2010

Participant Code:	MA001 Lowell Housing Authority
Program Type:	All PIH Programs
Reexamination Month:	All
Households that Failed EIV Pre-Screening Test:	76

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[Error Description Help](#)

Next Group 

1 - 50 of 76 Households [Last Page](#)

HOH SSN HOH Name Jamie HOH DOB 12/01/1971 Project MA001000002 G W FLANAGAN PROJ				
Member SSN	Member Name	Member DOB	Failed EIV Pre-Screening Description	
H00-22-1895	Isaiah	10/26/2008	Failed SSN check.	

Failed EIV Pre-screening Error Descriptions

Failed EIV Prescreen - Error Code Description - Microsoft Internet Explorer

Error Code	Error Short Description	Error Long Description
1	Failed effective date check.	The effective date of action is more than 15 months old.
2	Failed DOB check.	The date of birth is blank or null.
3	Failed last name check.	The last name is blank or null.
4	Failed SSN check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {__00%} or LIKE {%0000}.
5	Failed DOB & effective date check.	The date of birth is blank or null & the effective date of action is more than 15 months old.
6	Failed last name & effective date check.	The last name is blank or null & the effective date of action is more than 15 months old.
7	Failed last name & DOB check.	The last name is blank or null & the date of birth is blank or null.
8	Failed SSN & effective date check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {__00%} or LIKE {%0000} & the effective date of action is more than 15 months old.
9	Failed SSN & DOB check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {__00%} or LIKE {%0000} & the date of birth is blank or null.
10	Failed SSN & last name check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {__00%} or LIKE {%0000} & the last name is blank or null.
11	Failed last name & DOB & effective date check.	The last name is blank or null & the date of birth is blank & the effective date of action is more than 15 months old.
12	Failed SSN & DOB & effective date check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {__00%} or LIKE {%0000} & the date of birth is blank or null & the effective date of action is more than 15 months old.
13	Failed SSN & last name & effective date check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {__00%} or LIKE {%0000} & the last name is blank or null & the effective date of action is more than 15 months old.
14	Failed SSN & last name & DOB check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {__00%} or LIKE {%0000} & the last name is blank or null & the date of birth is blank or null.
15	Failed SSN & last name & DOB & effective date check.	The SSN is not numeric or all 9s or LIKE {000%} or LIKE {__00%} or LIKE {%0000} & the last name is blank or null & the date of birth is blank or null & the effective date of action is more than 15 months old.

Identity Verification Report – Failed SSA Identity Test

Verification Reports >> [Report Selection](#) >> PHA Statistics

Failed EIV Pre-Screening **Failed SSA Identity Test** Pending Verification

Failed SSA Screening as of 09/19/2010

Participant Code:	MA001 Lowell Housing Authority
Program Type:	All PIH Programs
Reexamination Month:	All
Households that Failed Verification:	68

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Next Group 

1 - 50 of 68 Households [Last Page](#)

HOH SSN HOH Name Sokhom HOH DOB 01/01/1956 Project MA001000001 NORTH COMMON VILLAGE			
Member SSN	Member Name	Member DOB	Failed Verification Description
	TOUCH	01/01/1956	Verification failed - SS and SSI benefits cannot be disclosed due to discrepancy in date of birth 01/01/1942

Identity Verification Report – Pending Verification

Verification Reports >> [Report Selection](#) >> PHA Statistics

Failed EIV Pre-Screening Failed SSA Identity Test **Pending Verification**

Pending Verification Report as of 09/29/2010

Participant Code:	AL055
Program Type:	All
Reexamination Month:	All
Households with Pending Verification	1

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1 to 1 of 1 Households

HOH SSN ***_**	HOH Name AMBER	HOH DOB 05/18/1981	Project AL055000001 CORDOVA HA
Member SSN	Member Name	Member DOB	
***_**	SETH	08/05/1999	
***_**	AMBER	05/18/1981	

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.
 Report Generated By - H18XXX NICOLE X FAISON

Income Discrepancy Report

Understanding the Income Discrepancy Report

The Income Discrepancy Report

- This report identifies:
 - Families who may have substantially under (\$2,400+ annually) reported income (wages, unemployment and Social Security benefits)
 - Families who may have experienced an increase in earnings since last reexam

The Income Discrepancy Report

- This report identifies:
 - Families who may have substantially under (\$2,400+ annually) reported income (wages, unemployment and Social Security benefits)
 - Families who may have experienced an increase in earnings since last reexam

Accessing the Income Discrepancy Report

- Report selection criteria
 - Program Type
 - Reexam Month
 - Threshold (5% - 100%)
- Suggest running reports at 100% threshold level first
 - The income discrepancy is most likely a valid income discrepancy at the highest (and higher) threshold levels!

Income Discrepancy Report Report Selection

Enterprise Income Verification [HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Income Discrepancy Report >> Report Selection

Select Program Type, Reexamination Month and Threshold Value:

Program Type:	All PIH Programs ▾
Reexamination Month:	ALL ▾
Threshold:	5 ▾ %

Select Region:

<input checked="" type="radio"/> PHA	FL001 - Jacksonville Housing Authority ▾
--------------------------------------	--

Income Discrepancy Report

PHA Level: Top

Income Discrepancy Report >> [Report Selection](#) >> PHA Statistics

PHA Statistics as of Dec 07, 2008	
PHA	TX009 Dallas
Threshold Percentage	100 %
Reexamination Month	All
Program Type	Section 8
Total Number of Households Evaluated	11,541
Households that Exceed Threshold	1,423
Percentage of households exceeding threshold	12.33%
Outliers (Threshold * 2)	0
Percentage of households exceeding threshold that are outliers	00.00%
Net Annual Income Discrepancy (Actual)	(\$17,562,760.55)
Net Annual Income Discrepancy (Annualized Last Quarter)	(\$17,088,101.82)

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Sorted By: **Annual Income Discrepancy (actual)** [Descending]

(\$58,417.06)-(\$32,017.80)	(\$31,941.09)-(\$27,449.97)	(\$27,388.49)-(\$24,832.00)	(\$24,731.39)-(\$22,272.00)
(\$22,219.12)-(\$20,551.16)	(\$20,522.00)-(\$19,028.00)	(\$19,028.00)-(\$17,391.00)	(\$17,377.07)-(\$16,035.33)
(\$16,016.57)-(\$14,921.47)	(\$14,911.61)-(\$13,610.67)	(\$13,606.74)-(\$12,674.20)	(\$12,667.90)-(\$11,919.98)
(\$11,900.39)-(\$11,139.62)	(\$11,133.38)-(\$10,244.00)	(\$10,199.47)-(\$9,484.00)	(\$9,467.63)-(\$8,751.00)
(\$8,742.38)-(\$8,057.85)	(\$8,046.00)-(\$7,361.73)	(\$7,360.29)-(\$6,638.82)	(\$6,631.64)-(\$6,020.70)
(\$6,018.78)-(\$5,307.13)	(\$5,290.54)-(\$4,770.00)	(\$4,747.00)-(\$4,288.14)	(\$4,240.00)-(\$3,801.31)
(\$3,801.00)-(\$3,194.89)	(\$3,191.00)-(\$2,727.19)	(\$2,725.00)-(\$1,936.00)	(\$1,932.02)-(\$1,140.00)
(\$1,093.44)-(\$617.98)			

1 to 50 of 1423 Households

 Next

Income Discrepancy Report

PHA Level: Bottom

1 to 50 of 1423 Households



Income Discrepancy Report Summary				
SSN	Last Name ↕	Annual Income Discrepancy (Actual) ↕	Annual Income Discrepancy (Annualized Last Quarter) ↕	Outlier
<u>88</u>	JACKSON	(\$42,304.00)	(\$104,124.00)	N
<u>34</u>	HENDERSON	(\$47,113.00)	(\$87,924.00)	N
<u>41</u>	TUCKER	(\$45,427.00)	(\$70,724.00)	N
<u>12</u>	RAY	(\$58,417.06)	(\$66,003.85)	N
<u>20</u>	GORDON	(\$56,977.25)	(\$61,662.48)	N
<u>39</u>	TUCKER	(\$46,068.24)	(\$59,966.63)	N
<u>68</u>	DIGGINS	(\$53,802.49)	(\$59,024.39)	N

Income Discrepancy Report Tenant Level

Print

Summary Report

Income Report

Income Discrepancy Report

Head of Household Information

Name:	REGINALD
Social Security Number:	88
Program Type:	Section 8
Project:	
Effective Date of Action:	04/01/2008
Annual Reexamination Date:	01/01/2009
Projected Annual Wages and Benefits from Form HUD-50058:	\$0.00
Period Of Income for Discrepancy Analysis	01/01/2007 - 12/31/2007

Discrepancy Analysis	Actuals	Annualized Last Quarter
Reported Annual Wages and Benefits from EIV Data:	\$42,304.00	\$104,124.00
Amount of Annual Income Discrepancy:	(\$42,304.00)	(\$104,124.00)
Amount of Monthly Income Discrepancy:	(\$3,525.33)	(\$8,677.00)
Percentage of Income Discrepancy:	(100%)	(100%)

Note: Negative numbers represent potential under reporting of income. Please discuss this income discrepancy with the tenant. Positive numbers represent potential decrease in tenant income.

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Report Generated By - H18XXX NICOLE X FAISON

How to Read Income Discrepancy Report

Past
Actual
Earnings

Future
Projected
Earnings

SSN	Last Name	Program Type	Project	Annual Income Discrepancy (Actual)	Annual Income Discrepancy (Annualized Last Quarter)	Outlier
<u>32</u>	BENNETT	Public Housing	TX009000003	(\$101,878.74)	(\$130,433.48)	N
<u>88</u>	JACKSON	Sec. 8 Vouchers		(\$42,304.00)	(\$104,124.00)	N
<u>34</u>	HENDERSON	Sec. 8 Vouchers		(\$47,113.00)	(\$87,924.00)	N
<u>02</u>	THOMAS	Public Housing	TX009000001	(\$66,880.00)	(\$77,748.00)	N
<u>74</u>	MOORE	Public Housing	TX009000008	(\$66,431.89)	(\$75,612.07)	N
<u>41</u>	TUCKER	Sec. 8 Vouchers		(\$45,427.00)	(\$70,724.00)	N
<u>12</u>	RAY	Sec. 8 Vouchers		(\$58,417.06)	(\$66,003.85)	N
<u>20</u>	GORDON	Sec. 8 Vouchers		(\$56,977.25)	(\$61,662.48)	N

EIV Income Discrepancy Analysis

$$\frac{\text{PIC} - \text{EIV}}{\text{EIV}} \quad \text{Example: } \frac{\$0 - \$20,000}{\$20,000} = 100\%$$

Discrepancy amount = **(\$20,000)**

EIV Income Discrepancy Analysis (Continued)

- Current 50058 income data is analyzed weekly
- Compares PIC and EIV reported wages, unemployment benefits and social security benefits only
- Two discrepancy analysis calculated: actual & annualized last quarter (larger discrepancy in **bold**)

EIV Income Discrepancy Analysis (Continued)

- Two discrepancy analysis calculated: actual & annualized last quarter (larger discrepancy in **bold**)
- Discrepancy must meet selected % threshold & \$2,400+ (annual discrepancy amount) to be included on report

EIV Income Discrepancy Analysis (Continued)

- **Period of income for discrepancy analysis**
 - Identifies 12 month period of income considered for discrepancy calculation
- **Actual annual income discrepancy (Past actual earnings)**
 - Compares PIC *projected* wages and benefits to *actual* EIV data for a 12-month period (which ends 3 months prior to effective date of current 50058)

EIV Income Discrepancy Analysis (Continued)

- Annual income discrepancy: annualized last data quarter (Future projected earnings)
 - Compares PIC *projected* wages and benefits to *projected* EIV annualized last quarter data (last quarter data X 4 to annualize)
 - Projection of income for 12 months which ends 9 months after effective date of current 50058

Is the Discrepancy Valid or Invalid?

- What was the effective date of the unreported income?
 - If effective date is prior to reexamination interview date and no interim increase policy – the discrepancy is valid

Is the Discrepancy Valid or Invalid? (Continued)

- Does the PHA have an interim increase policy?
 - If interim increase policy and tenant did not report – the discrepancy is valid

Valid Income Discrepancies

- Valid Income Discrepancies: are those discrepancies where:
 - The tenant failed to disclose an income source and/or under reported the amount of income that was effective as of the interview date of a mandatory reexamination of income; and/or
 - The tenant failed to report a change or increase in an income source and/or income amount as required by PHA's interim reexamination policy

Examples of Valid Income Discrepancies

- Mr. Jones reports he has no income, but fails to report that he is employed at McDonald's.
- Ms. Smith reports she works at McDonald's, but fails to report that she is also employed at ABC Box Company
- Mr. Hellman reports he receives welfare benefits, but fails to report that he also receives social security benefits

Invalid Income Discrepancies

- Invalid Income Discrepancies: are those discrepancies that are not a result of tenant error. These discrepancies may occur as a result of:
 - PHA error
 - Administrative circumstances
 - 3rd party data reporting error

Examples of Invalid Income Discrepancies

- PHA Errors:

- 50058 Reporting Errors on Section 7:

- Income amount reported incorrectly
 - Income source reported incorrectly
 - Earned Income Disallowance (EID) reported incorrectly
 - Omitted income

Examples of Invalid Income Discrepancies (Continued)

- Administrative Circumstances:
 - No interim increase policy (income effective after reexam interview/processing date; tenant not required to report increase in income)
 - Recent decrease in income, verified by PHA

Examples of Invalid Income Discrepancies (Continued)

- 3rd Party Reporting Errors :

- There has been an incident of identity theft and someone else is using the tenant's SSN – ***only the employer can correct this error***
- The income reported under a social security number is incorrectly listed under the tenant's SSN (example, employer error) – ***only the employer can correct this error***

Income Discrepancy Resolution

- Identify under reported income and/or unreported income sources
- No adverse action may be taken by the PHA based *solely* on EIV data
- Review current & historical 50058s and annual reexam documents in tenant file
- Verify effective dates of new and terminated income sources

Income Discrepancy Resolution (Continued)

- Discuss the income discrepancy with the tenant
- Obtain additional documents from tenant and/or third party verification (if necessary)
- Obtain Social Security Earnings Statement (SSA Form 7004) to obtain historical wage earnings (see handout)
 - Useful for retroactive rent calculations

Sample Social Security Earnings Statement

Your Earnings Record

Years You Worked	Your Taxed Social Security Earnings	Your Taxed Medicare Earnings
1982	550	550
1983	1,299	1,299
1984	2,254	2,254
1985	3,704	3,704
1986	4,962	4,962
1987	6,282	6,282
1988	7,827	7,827
1989	10,041	10,041
1990	12,297	12,297
1991	14,278	14,278
1992	16,399	16,399
1993	17,772	17,772
1994	19,346	19,346
1995	21,057	21,057
1996	22,946	22,946
1997	25,031	25,031
1998	26,991	26,991
1999	29,072	29,072
2000	31,251	31,251
2001	32,542	32,542
2002	33,380	33,380
2003	34,720	34,720
2004	36,756	36,756
2005	38,626	38,626
2006	Not yet recorded	Not yet recorded

You and your family may be eligible for valuable benefits:

When you die, your family may be eligible to receive survivors benefits.

Social Security may help you if you become disabled—even at a young age.

A young person who has worked and paid Social Security taxes in as few as two years can be eligible for disability benefits.

Useful for calculating retroactive rents & Identifying actual annual income

Reported earnings for each year is listed

Deceased Tenants Report

Understanding the Deceased Tenants Report

Deceased Tenants Report

- Identifies individuals who are deceased and date of death (if available)
- Once deceased member is removed from family composition on form HUD-50058, individual will no longer appear on Deceased Tenants Report (report is updated weekly)
- See PIH Notice 2010-9 for additional guidance

Accessing the Deceased Tenants Report

Verification Reports >> Deceased Tenants Report >> Report Selection

Report Selection

Program Type:	All PIH Programs
Reexamination Month:	All
Household Type:	All Households
Select Region:	All Households
<input type="radio"/> HUD HQ	Single Member Households
<input type="radio"/> STATE	Multiple Member Households
<input type="radio"/> HUB	All
<input type="radio"/> FO	10HSEA Seattle Hub
<input type="radio"/> TARC	0APH SEATTLE HUB OFFICE
<input checked="" type="radio"/> PHA	PB1 Cleveland TARC
	AL069 LEEDS

Get Report

Deceased Tenants Report PHA Statistics

Verification Reports >> Deceased Tenants Report >> [Report Selection](#) >> PHA Statistics

Deceased Tenants Report for													HA for Program Type - ALL for Reexamination Month - ALL			
PHA	Total Number Of Households Evaluated	Total Number Of Household Members Evaluated	Households With Deceased Members	% of Households With Deceased Members	# of Single Member Deceased Households	% of Single Member Deceased Households	Deceased Members	Members Deceased Less Than 1 Year		Members Deceased More Than 1 Year		Members Deceased With No Deceased Date				
								Count	%	Count	%	Count	%			
HA	14,600	30,052	57	00.39%	30	52.63%	57	6	10.53%	9	15.79%	42	73.68%			

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Deceased Tenants Report Details

1 - 31 of 31 Households

Note: * = Deceased single member household. Immediate action required by PHA.

Deceased Tenants Report as of 09/29/2010 - All Households

HOH SSN: 09 | HOH Name: PETER | HOH DOB: 09/07/1941 |

Member SSN	Member Name	Member DOB	Member Deceased Date	Date Received by EIV
	PETER	09/07/1941	N/A *	01/08/2010

HOH SSN: 00 | HOH Name: MIGUEL | HOH DOB: 09/29/1926 |

Member SSN	Member Name	Member DOB	Member Deceased Date	Date Received by EIV
	MIGUEL	09/29/1926	N/A	04/07/2010

Deceased Tenants Report - What to do if there is a match

- Confirm with HOH or next of kin (emergency contact person)
- Update family composition accordingly
- Complete EOP if deceased single member household
- Discontinue HAP (Section 8)

Deceased Tenants Report - What to do if there is a match (Continued)

- Take any other action in accordance with PHA policy
- Goal: Zero (0) deceased tenants!
- Follow HUD guidance under PIH Notice 2010-3

Immigration Report

Understanding the Immigration Report

Immigration Report

- Assist PHAs with effective monitoring on a monthly basis of participant compliance with the SSN disclosure and verification requirement, in accordance with 24 CFR 5.216; and proration of assistance for mixed families, in accordance with 24 CFR 5.520
- See Immigration Report EIV Tip Sheet

Immigration Report (Continued)

- The report will also assist PHAs with following up with program participants that are:
 - Pending verification of citizenship/immigration status.
 - Eligible citizens with assigned alternate identification number (ALT ID) who need to disclose their assigned social security number (SSN)

Immigration Report (Continued)

- The report will also assist PHAs with following up with program participants that are:
 - Eligible noncitizens with assigned alternate identification number (ALT ID) who need to disclose their assigned social security number (SSN)

Immigration Report (Continued)

- The report contains the following number & percentage of households & household members:
 - With PIC-assigned Alt ID
 - Pending verification of eligible immigration status
- The report also lists the household members who the PHA should follow up with and identifies the eligibility status as reported in PIC

Sample Immigration Report (Top)

Verification Reports >> [Report Selection](#) >> PHA Immigration Report

PHA Immigration Report - Household Statistics for Program Type - All for Reexamination Month - All as of 09/29/2010

PHA	Number of Households (Excluding EOP)	Households with PIC-assigned ALT ID	Percentage of Households with PIC-assigned ALT ID	Households with Ineligible Noncitizens	Percentage of Households with Ineligible Noncitizens	Households with Pending Verification	Percentage of Households with Pending Verification
	7,461	65	0.87%	33	0.44%	0	0.00%

PHA Immigration Report - Household Member Statistics for Program Type - All for Reexamination Month - All as of 09/29/2010

PHA	Number of Household Members (Excluding EOP)	Household Members with PIC-assigned ALT ID	Percentage of Household Members with PIC-assigned ALT ID	Household Members With Ineligible Noncitizens	Percentage of Household Members with Ineligible Noncitizens	Household Members with Pending Verification	Percentage of Household Members with Pending Verification
	18,932	83	0.44%	47	0.25%	0	0.00%

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Next Group 

1 to 50 of 76 Households [Last Page](#)

Sample Immigration Report (Bottom)

HOH SSN ***-**-**** HOH Name DELLA [REDACTED] HOH DOB 01/25/1958			
Member SSN	Member Name	Member DOB	Eligibility Status
H00-22-7988	JAY SIERRAS	08/12/2003	Eligible Citizen
HOH SSN ***-**-**** HOH Name KASHUNA [REDACTED] HOH DOB 07/07/1978			
Member SSN	Member Name	Member DOB	Eligibility Status
H00-19-1647	KAH'NAZ BROWN	02/06/2009	Eligible Citizen

Immigration Report - PHA

Action

- Review the report monthly
- If an individual appears on the report, the PHA should contact the head of household (HOH) or applicable adult household member to obtain the necessary documentation or confirm reported information is accurate

Immigration Report – Status Definitions

- **Pending Verification:** This status means that the individual's citizenship/immigration status has not been positively confirmed
- The PHA is required to follow up with the family to receive appropriate documentation and/or confirm eligible immigration status through the Systemic Alien Verification for Entitlements (SAVE) system and/or directly with Department of Homeland Security (DHS)

Immigration Report – Status Definitions

- **Eligible Citizen:** This status means that the PHA has confirmed that the individual is a U.S. citizen or national. However, the individual has not disclosed his/her SSN to the PHA and the PHA has generated an ALT ID
- The PHA is required to follow up with the family to obtain the individual's assigned SSN and evidence of the disclosed SSN

Immigration Report – Status Definitions

- **Eligible Noncitizen:** This status means that the PHA has confirmed that the individual has eligible immigration status (lawful permanent resident of the United States). However, the individual has not disclosed his/her SSN to the PHA and the PHA has generated an ALT ID
- The PHA is required to follow up with the family to obtain the individual's assigned SSN and evidence of the disclosed SSN

For Help with the EIV System

Contact Your local HUD Office

Additional Assistance is available after
contacting your local
HUD Office at:

Email: PIH.RHIIP.TA@HUD.GOV

Visit HUD's Web Page For More Information on EIV

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EIV Questions & Answers Session

Ask HUD...