

From: Housing.Counseling
Sent: Thursday, April 26, 2012 12:58 PM
To: 'SF-Housing-Counseling-L@hudlist.hud.gov'
Subject: HUD-9902 Submission Guideline

HUD Housing Counseling Agencies,

Please manually input directly in HCS your 9902 data if you are having difficulty submitting their HUD-9902 performance report for the 2nd quarter, FY12 electronically when using your CMS.

If your CMS is working and you are successful in submitting your 9902 reports, you should still go in HCS and check the data for accuracy and completeness. Some CMS have been giving a false successfully transmission feedback when actually the data in HCS is not correct.

You are reminded to ensure your performance reports (9902) are submitted on-time. For the 2nd Quarter reports, the deadline for timely submission is NLT midnight 30 April.

This message has gone out to the email addresses provided by all active Counseling agencies in HUD's Housing Counseling Program. Nevertheless, all Parent Agencies should make sure their sub-agencies have received this information. Please direct questions or comments to your respective HUD point of contact or email Housing.Counseling@hud.gov by directly responding to this email addresses.

Sincerely,

Ruth Román

Director, Program Support Division
Office of Single Family Housing
Department of Housing and Urban Development