U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Office of Housing

Special Attention of: Regional and Field Office Directors of Public Housing; Multifamily HUD Directors; Multifamily Program Center Directors; Public Housing Directors; and Owners/Agents

Notice PIH 2016-12
Notice H 2016-07

Issued: August 18, 2016

Expires: This notice remains in effect during Federal Fiscal Year 2016.

Cross References: HUD Notice PIH 2015-07; HUD Notice PIH 2016-02 (HA); HUD Notice PIH 2011-46 (HA); "FY 2016 Omnibus; Consolidated and Further Continuing Appropriations Act (PL 114-113)

Subject: Funding Availability for Tenant-Protection Vouchers for Certain At-Risk Households in Low-Vacancy Areas – Fiscal Year 2016

1. **Purpose**. HUD is making up to $5,000,000 available for Tenant Protection Vouchers (TPV) for certain at-risk households in low-vacancy areas for Fiscal Year (FY) 2016.

   The FY 2016 Omnibus; Consolidated and Further Continuing Appropriations Act (Public Law No. 114-113, enacted December 18, 2015) (referred to hereafter as the FY 2016 Act), provides that up to $5,000,000 of the $130,000,000 appropriated for TPVs may be made available for this purpose. TPVs provided under this set-aside are considered "replacement" TPVs and are not subject to the re-issuance restrictions that apply to certain TPVs under the FY 2016 Act.

   This Notice describes the eligibility, selection, and funding process for this TPV set-aside funding in FY 2016. (The Notice generally retains the same eligibility, selection, and funding process from the previous fiscal year's Notice for this set-aside funding, HUD Notice PIH 2015-07.)

   To be eligible for this set-aside funding, the three potential events that trigger a project's eligibility (described in section 3 of the Notice) must either occur in

   Federal FY 2016 (October 1, 2015 through September 30, 2016), or previously occurred prior to FY 2016. An application submitted under this Notice for a triggering event that occurred prior to the current Notice period (i.e., FY 2016), will be reviewed for eligibility based on criteria under this Notice).

Please note that requests for TPV assistance under this set-aside will be accepted on a rolling basis during FY 2016 until the funding has been exhausted. To prevent significant delay in funding of eligible applications in subsequent fiscal years, applications will also be accepted on a rolling basis after FY 2016, but will only be funded subject to the availability of appropriations for this purpose and in accordance with the program Notice issued for the relevant fiscal year. HUD will issue the program Notice as soon as practically possible after receiving appropriations for the fiscal year. If applications have been submitted under the previous fiscal year's Notice, owners with eligible applications will be required to amend their applications to comply with the current year's program Notice. Please note low vacancy areas identified by HUD are subject to change in any given fiscal year based on updated data from the American Community Survey (ACS). The Multifamily HUB/PC must maintain applications by date and time of receipt and must not forward eligible applications to the field office directors of the Office of Public Housing until after the current fiscal year's program Notice has been published, the Multifamily HUB/PC has verified eligibility under the current fiscal year's Notice, and owners have made any necessary amendments to applications to comply with program requirements under the current fiscal year's program Notice.

2. **Summary**. The $5 million in TPV assistance is available to only assist residents residing in low-vacancy areas and who either are or may have to pay rents greater than 30 percent of household income as the result of:

   1) The maturity of a HUD-insured, HUD-held or section 202 loan that would have required the permission of the Secretary prior to loan prepayment;

   2) The expiration of a rental assistance contract for which the tenants are not eligible for enhanced voucher or tenant protection assistance under existing law; or

   3) The expiration of affordability restrictions accompanying a mortgage or preservation program administered by the Secretary.

   The TPV assistance may be provided as either enhanced vouchers or project-based voucher (PBV) assistance. As is the case for Housing Conversion Actions, public housing agencies (PHAs) will receive a special fee for the extraordinary costs associated with administering enhanced vouchers. Since the owner may elect PBV assistance under this Notice, the PHA will also receive a special fee for PBV assistance administered under this Notice.

3. **Eligibility.** An owner is eligible to request assistance for unassisted households at the property if the owner is in compliance with civil rights threshold requirements (as described below), the property is in a low-vacancy area[1], there

[1] "Low-vacancy area" was defined for the purposes of this assistance as a county that currently and

are at-risk households residing at the property, these at-risk households are not currently receiving other project-based or tenant-based rental assistance under Section 8 of the United States Housing Act, and the property experienced (or will experience) one of the following three events in Federal FY 2016 (i.e., October 1, 2015 – September 30, 2016) or prior to FY 2016:

1) The ***maturity*** of a HUD-insured, HUD-held or section 202 loan that would have required the permission of the Secretary prior to loan prepayment;

2) The ***expiration*** of a rental assistance contract for which the tenants are not eligible for enhanced voucher or tenant protection assistance under existing law; or

3) The ***expiration*** of affordability restrictions accompanying a mortgage or preservation program administered by the Secretary.

Category 1 above includes only properties with matured Section 202 Direct Loans and matured Section 236 and 221(d)(3)-(d)(5) Below Market Interest Rate (BMIR) primary mortgages. Please note that maturity of any mortgage instrument other than a Section 202 Direct Loan, Section 236, or Section 221(d)(3)-(d)(5) primary mortgage (for example, the maturity of a mortgage made by a state Housing Finance Agency) does not qualify as a matured mortgage for purposes of this Notice under category 1. Further, only the matured properties where the Secretary's consent to prepayment would have been required (or where the Section 202 Direct Loan note was silent on the requirement for the Secretary's permission to prepay) are eligible under category 1. The Direct or FHA-insured mortgage note will specify if the approval of HUD is a requirement for the prepayment.

Category 2 includes only properties where a Rental Assistance Payments (RAP) contract expired prior to FY 2012, or where a Rent Supplement contract expired prior to FY 2000. RAP contract expirations in FY 2012 or later, and Rent Supplement contract expirations in FY 2000 or later are not eligible for assistance under this Notice because tenants in such properties are/were eligible for enhanced voucher or tenant protection assistance under existing law, and therefore do not meet the criteria under category 2. *Please note that some properties with RAP contract expirations prior to FY 2012 already received tenant protection assistance for eligible families, and are therefore not eligible for assistance under this Notice.*

Category 3 includes two groups of properties, as follows:

- Matured Section 236, Section 221(d)(3)-(d)(5) BMIR, or Section 202 Direct Loan mortgages, where permission of the Secretary would not have been required prior to mortgage prepayment. To be eligible under

historically demonstrates a moderate to tight rental housing market for low-income renters. A list of low-vacancy areas is included in Attachment A.

Category 3, the underlying affordability restrictions at the property must have expired along with maturity of the mortgage.

- Expired "stand alone" Affordability Restrictions: This includes properties that had a HUD-imposed affordability restriction that expired (or will expire) in FY 2016 or prior to FY 2016. To be eligible under this category, the project with the expired affordability restriction must not, at the time of the request for assistance, have an active Section 202 Direct Loan, or an active Section 221(d)(3)-(d)(5) or Section 236 FHA-insured or HUD-held mortgage. This category includes projects that had a HUD-imposed affordability restriction and may have been financed with a state-insured mortgage. ***Please note that the expired/expiring affordability restriction must be a HUD-imposed affordability restriction that restricted the property to operate as affordable housing to very low, low, and/or moderate income households***. This may include, but is not limited to, the Preservation programs under the Title II Emergency Low Income Housing Preservation Act (ELIHPA) and the Low-Income Housing Preservation and Resident Homeownership Act (LIHPRHA), Section 236(e)(2) Decoupling Use Agreement, Section 250 Prepayment Use Agreement, or a Section 219 Prepayment Use Agreement. An Interest Reduction Payments Agreement associated with a state non-insured 236 mortgage also meets the criteria under category 3. ***The expiration of a project affordability restriction imposed by another agency or funder does not meet the criteria under category 3.***

Owners must use the list of low-vacancy areas in Attachment A.

"At-risk households" are those households residing at the property at the time of the owner's request whose annual income is equal to or less than HUD's FY 2016 low income limit, and are rent burdened (paying more than 30% of adjusted income towards rent) currently or will be rent burdened after the mortgage maturity, contract expiration or affordability restriction expiration in FY 2016. This Notice provides further information on identifying at-risk households, including the threshold for determining rent burden, in section 5 below (also, see Attachment C, Owner's Checklist for Determining At-Risk Households).

For those properties where the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration, occurred prior to the date of the owner's request for assistance, a family must have resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration to be considered an at-risk household.

Additionally, an owner must be in compliance with civil rights threshold requirements. An owner is not eligible to request assistance if such owner:

i) Has been charged with a systemic violation of the Fair Housing Act or received a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of a substantially equivalent state or local fair housing law proscribing discrimination because of race, color, religion, sex, national origin, disability or familial status;

ii) Is a defendant in a Fair Housing Act lawsuit filed by the Department of Justice alleging a pattern or practice of discrimination or denial of rights to a group of persons raising an issue of general public importance pursuant to 42 U.S.C. 3614(a);

iii) Is a defendant in any other lawsuit filed or joined by the Department of Justice, or in which the Department of Justice has intervened, or filed an amicus brief or statement of interest, alleging a pattern or practice or systemic violation of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, Title II of the Americans with Disabilities Act, or a claim under the False Claims Act related to fair housing, nondiscrimination, or civil rights generally including an alleged failure to affirmatively further fair housing.

iv) Has received a letter of findings identifying systemic noncompliance under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, or Title II of the Americans with Disabilities Act;

v) Has received a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of provisions of a state or local law prohibiting discrimination in housing based on sexual orientation or gender identity; or

vi) Has received a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of a state or local law prohibiting discrimination in housing based on lawful source of income; and

If applicable, has not resolved to HUD's satisfaction, the charge, lawsuit, letter of findings or cause determination referenced in subparagraphs (i), (ii), (iii), (iv) or (v) Examples of actions that may be sufficient to resolve the matter include, but are not limited to:

(1) Current compliance with a voluntary compliance agreement signed by all the parties;

(2) Current compliance with a HUD-approved conciliation agreement signed by all the parties;

(3) Current compliance with a conciliation agreement signed by all the parties and approved by the state governmental or local administrative agency with jurisdiction over the matter;

(4) Current compliance with a consent order or consent decree;

(5) Current compliance with a final judicial ruling or administrative ruling or decision; or

(6) Dismissal of charges.

Owners who wish to request assistance under this Notice must submit their request in accordance with the procedures set forth in this Notice.

Upon receiving an owner's request, HUD's Office of Multifamily Housing will verify that the maturity of the mortgage and/or expiration of the affordability restriction in fact removes/removed the affordability restrictions at the property and resulted or may result in tenants being rent burdened; that the RAP contract expired prior to FY 2012 and residents did not previously receive tenant protection assistance, or that Rent Supplement contract expired prior to FY 2000; or that the mortgage maturity or affordability restriction expiration takes place in FY 2016 or prior to FY 2016; and that the owner's property is in a low-vacancy area. (see Attachment E, Multifamily Verification of Owner's Request)

Please note that while assistance under this Notice for properties in categories 1 or 3 is limited to mortgage maturities or affordability restriction expirations that took place in FY 2016 or prior to FY 2016, any funding leftover after all eligible properties' requests for assistance have been funded may, at HUD Headquarters Office of Public and Indian Housing's discretion, be carried over to the next fiscal year to fund mortgage maturities or affordability restriction expirations that occur after FY 2016.

4. **Enhanced Vouchers or Project-Based Voucher Assistance.** For requests under this Notice, the FY 2016 Act allows owners to request either enhanced vouchers or project-based voucher (PBV) assistance for the at-risk households residing in their property. Both types of assistance are administered through Public Housing Agencies (PHAs). The HUD Public Housing (PH) Field Office Director will identify PHAs to administer the voucher assistance, in accordance with the procedures in section 6 below. Any PHA identified for this purpose may decline to participate entirely, or may agree to participate but only to administer enhanced vouchers, even if the owner has requested PBV assistance. If a PHA declines to participate, the HUD PH Field Office Director will take reasonable steps to identify a PHA that will agree to administer the assistance, as described in section 6 below. Owners should be aware that in some cases, enhanced vouchers may be provided even if the owner requests PBV assistance;

please see section 6 (step 5), and section 7, for more details.

Owners are further reminded that in general, with few exceptions, requirements of the housing choice voucher (HCV) program apply to the vouchers provided under this set-aside. For example, in the case of both enhanced vouchers and project-based vouchers, the PHA must determine that the rent to owner is a reasonable rent (i.e., the rent to owner is not more than rent charged for comparable units in the private unassisted market and for comparable unassisted units on the premises), and the cost of meals or supportive services may not be included in the rent to the owner, and the lease may not require the tenant or family members to pay charges for meals or supportive services. (See below for discussion of program requirements also applicable to PBV and enhanced voucher assistance). Owners should contact the local PHA if they have any questions about applicability of HCV program requirements.

Enhanced Vouchers

Enhanced vouchers are tenant-based assistance. Households issued enhanced vouchers may elect to use the assistance in the same property (as long as the property continues as rental housing and the tenancy can be approved in accordance with the enhanced voucher policies described in section 8 below), and in all cases may choose to move from the property immediately. There is no guarantee to the owner that any enhanced voucher assistance will be used at the property for any period of time. Enhanced vouchers are different from regular housing choice vouchers (HCVs) in two major respects. If the family remains in the same property, a higher "enhanced" payment standard is used to determine the amount of subsidy when the gross rent exceeds the normally applicable PHA payment standard, and the family must continue to contribute towards rent at least the amount the family was paying for rent on the date of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration that removes the affordability restrictions at the property.

Project-Based Voucher Assistance

PBV assistance is project-based assistance under 24 CFR Part 983. Under the PBV program, a PHA enters into a Housing Assistance Payment (HAP) contract with the owner for specified units and for a specified term. When families move from the assisted units, the PHA refers families from its waiting list to the owner to fill vacancies. PBV assistance provided under this Notice must follow all regulations at 24 CFR Part 983, with two exceptions: selection requirements under §983.51 (Owner proposal selection procedures) are not applicable to assistance provided via this Notice, because the Appropriations Act defines the categories of projects that are potentially eligible for PBV assistance; and PHAs are prohibited from adding units to the PBV HAP contract utilizing funding provided for the statutorily defined eligible households (i.e., At-risk households as defined under this Notice). PHAs may add units in accordance with §983.206 utilizing budget authority allocated to the PHA under the HCV program. Moving to Work (MTW) agencies may administer the PBV assistance according to their MTW agreement provided an agency's MTW flexibilities do not conflict with the eligibility criteria

articulated in the appropriations law or this Notice.

For further details on processing enhanced vouchers or project-based vouchers, see sections 7 and 8 below.

5. **Identifying At-Risk Households.** In order to identify which of the residents of their property may be "at-risk households," owners must ***first identify the current residents that resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration (if such event happened prior to the owner's request for assistance)***. The owner must then determine the annual income of the residents, and compare this annual income to HUD's low-income limits. The owner then determines whether the residents qualify as rent burdened, by comparing the adjusted monthly income of the residents to the owner's applicable monthly rent (as defined in step 5 below).

   Owners and families should be aware that the final determination of a family's income eligibility will be made by the PHA. Families identified as at-risk households in the process described in steps 1 – 5 below ultimately may be determined to be over-income (and therefore ineligible for assistance) by the PHA, which will reduce the number of vouchers that will be made available either as enhanced vouchers or PBV assistance, accordingly.

   The process to identify at-risk households is described in steps 1 - 5 below. Owners that have verified resident incomes within 12 months of the submission of the request for assistance under this Notice can skip steps 2 and 3 below.

Steps

1) Notification of residents. The owner must notify (in writing) all current residents of unassisted units at the property (who also resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration, if such event occurred before the owner submits the request for assistance) that the owner will be applying for assistance under this Notice. This notification must be provided prior to the owner applying for assistance under this Notice. In accordance with 24 CFR Part 245, those properties assisted with active project-based rental assistance contracts under Section 8 of the US Housing Act, and those properties with FHA-insured or Direct loans, must also notify legitimate tenant organizations at the property. The owner's notification must state that he or she will be identifying at-risk households according to the residents' income. In addition, the owner's notice must state that if any resident contests the income determination made by the owner (and if the owner's request for assistance is selected for funding), such resident will have the opportunity to have their income calculated for eligibility purposes by the administering PHA. The owner's notification to the residents must also inform them that the owner's application for assistance is not a guarantee that the property and residents will receive assistance under this Notice.

Owners must ensure that any and all communications are provided in a manner that is effective for persons with hearing, visual, and other communications-related disabilities consistent with Section 504 of the Rehabilitation Act of 1973 (see 24 CFR § 8.6), and, as applicable, the Americans with Disabilities Act. Owners must provide appropriate auxiliary aids and services necessary to ensure effective communication, which includes ensuring that information is provided in appropriate accessible formats as needed, e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters. also should provide such notification in a manner that is effective for persons who have limited English proficiency and should refer to HUD's published *Final Guidance to Federal Financial Assistance Recipients: Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons* (LEP Guidance) (72 FR 2732, published January 22, 2007) for assistance and information regarding LEP obligations.

2) Request for income information. If an owner has not verified resident income within 12 months of the submission of the request for assistance under this Notice, the owner must request income information from each resident of the affected property.

   Residents are not required to share this information with the owner. If a resident chooses not to disclose income information, such resident will be identified in the owner's request for assistance as a household that did not provide income information to the owner, and such household will not receive assistance through this Notice. For all residents identified in the owner's request for assistance as a household that did not provide income information to the owner, the owner must maintain documentation showing that the family was notified in writing that their failure to provide income information to the owner means the family will not have the opportunity to receive rental assistance through this Notice.

3) Calculation of annual income. The owner determines annual income by adding all income to be received by the household in the next 12 months, excluding income from any of the following: the income of live-in aides or full-time students; student financial assistance; foster care or adoption assistance payments; Supplemental Nutrition Assistance Program (SNAP; formerly known as Food Stamps); Low Income Home Energy Assistance Program (LIHEAP); and Earned Income Tax Credit refunds. This amount is the household's annual income. As discussed below, this calculation is a streamlined version of the calculation that PHAs use to determine income eligibility for the voucher program.

4) Comparison to HUD's low income limits. The owner must compare the household's annual income with HUD's most current low income limits. For this comparison, owners must know the size of the household (e.g., 4 person household). Owners may find HUD's low income limits by visiting http://www.huduser.org/portal/datasets/il.html. The owner then selects the

state and county in which the property is located. The relevant information is located in the row labeled "Low (80%) Income Limits." If the household's annual income is greater than the low income limit found in this row, the household is **not** an at-risk household (as discussed above, any resident who contests this determination will have the opportunity to have their income calculated for eligibility purposes by the administering PHA, should the owner's request be selected for funding). For example, if the "Low (80%) Income Limits" row lists $60,000 as the limit for a 4 person household, and the annual income for the 4 person household in question is $60,001, then this household is not an at-risk household. If the household's annual income is equal to or less than the low income limit, then the owner moves on to step 5 below.

5) Calculation of adjusted monthly income and rent burden. The owner adjusts the annual income by deducting $480 from the annual income for each dependent in the household and deducting $400 from the annual income if the household's head, spouse, or sole member is a person with disabilities or is at least 62 years of age. The owner then divides this adjusted annual income by 12 to determine the household's adjusted monthly income.

   The owner then divides the household's applicable monthly rent by the household's adjusted monthly income to determine whether the household qualifies as rent burdened. Families qualify as rent burdened if, in the absence of this voucher assistance, they would have to pay ***more than*** 30 percent of their adjusted monthly income for rent.

   For example, consider the following 2 different households:

   a) The household's adjusted monthly income is $3995 and the applicable monthly rent is $1200. The owner divides $1200 by $3995, which equals approximately 0.3004. Because this household would have to pay more than 30 percent of their adjusted monthly income for rent, this household is an at-risk household.

   b) The household's adjusted monthly income is $4000 and the applicable monthly rent is $1200. The owner divides $1200 by $4000, which equals 0.30. Because this household would not have to pay more than 30 percent of their adjusted monthly income for rent, this household is not an at-risk household.

As discussed above, any resident who contests this determination will have the opportunity to have their income calculated for eligibility purposes by the administering PHA, should the owner's request be selected for funding.

Please note that the "**applicable monthly rent**" means the proposed rents the owner intends to charge after the mortgage maturity or affordability restriction expiration, except as follows:

- In the case of a mortgage maturity, rental assistance contract expiration, or affordability restriction expiration that happened before the owner submits the request for assistance, "applicable monthly rent" means the rents the owner charges as of the date of the owner's request for assistance under this Notice.

- For properties undergoing renovation that will be completed by November 30, 2016, "applicable monthly rent" means the rent the owner intends to charge after the renovation is completed.

- For properties where the owner has chosen to continue charging below market rents to households that resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration, "applicable monthly rent" means the rent the owner charges (as of the date of the owner's request for assistance) **to households that moved to the property after** the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration, and reside in a similarly-sized unit; except as follows:

- For properties where the owner has chosen to continue charging below market rents to households that resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration, **and no households have moved to a similarly-sized unit at the property since** the maturity or expiration, "applicable monthly rent" means the rent the owner intends to charge after the property receives assistance through this Notice.

The owner must submit a statement certifying that the applicable monthly rents used in calculation of at-risk and not at-risk households are accurate according to the terms of this Notice.

The owner's identification of at-risk households will be used to determine whether a request for assistance is eligible for funding under this set-aside (because the presence of at-risk households at the property is a threshold requirement for receiving assistance). This calculation will also be helpful for the owner to predict and forecast how many households may qualify to receive enhanced vouchers; if the owner is requesting PBV assistance, the calculation will help the owner anticipate how many units may be assisted under the PBV HAP contract. This exercise will also be helpful for owners seeking new debt or equity financing for the project that will be supported by income from the PBV HAP contract.

While the eligibility calculation by the owner is an important initial calculation, owners are advised that PHAs are still required to calculate income for each household before admitting that household to the voucher program, whether for enhanced vouchers or PBV assistance. Because the calculations performed by

the owner at steps 3 and 5 above are a streamlined version of the calculations that PHAs use, some families identified by the owner as at-risk may in fact be ineligible for assistance due to being over-income. If a household identified by the owner as at-risk is later determined to be ineligible for voucher assistance due to being over-income, that household will not be issued an enhanced voucher (or, in the case of PBV assistance, the unit will not be included in the PBV contract). Additionally, as discussed above, families who contest the income determination made by the owner will have the opportunity to have their income calculated for eligibility purposes by the administering PHA (should the owner's request be selected for funding). It is for this reason that the owner's request for assistance must also include a list of the households determined **not** to be at-risk, as described in Section 6 below.

Please also note that the applicable monthly rent will be reviewed by the PHA for rent reasonableness before any tenancy is approved (for enhanced vouchers), or before the initial rent to owner is established at the beginning of the HAP contract term (for PBV assistance). Before HAP can be paid for the unit, PHAs must determine the rents to be reasonable under 983.303 (Reasonable Rent) for PBV assistance or 982.507 (Rent to Owner: Reasonable Rent) for enhanced vouchers (see also section 8.1(b)(2) below for more information on rent reasonableness and enhanced vouchers). Owners may wish to contact a PHA in the local area prior to submitting the request for assistance to obtain information on potential rent levels.

(The owner may use Attachment C, Owner's Checklist for Determining At-Risk Households to assist owner's in complying with each step required under this paragraph)

6. <u>Procedures for Requesting and Processing Assistance.</u> This section describes each of the steps necessary to process the owner's request for assistance. The following steps must occur before the owner's request for assistance can be approved and the PHA's Annual Contributions Contract (ACC) amended to reflect the assistance. Owners' requests for assistance will be accepted during FY 2016 on a rolling basis until the funding available under this Notice has been exhausted.

<u>Steps</u>

1) Owners who wish to request assistance under this Notice must submit a letter requesting assistance to the HUD Multifamily Hub/Program Center (PC) Director, with a copy to the HUD Project Manager. The request must include the following information:

   - The property name and address, including the name of the county in which the property is located;

   - The date of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration. The mortgage

maturity or affordability restriction expiration date must be in FY 2016 (i.e., October 1, 2015 – September 30, 2016) or prior to FY 2016. The date of the rental assistance contract expiration must be before FY 2012 for RAP contracts and before FY 2000 for Rent Supplement contracts;

- A copy of all affordability restriction documents, rental assistance contracts, and renewals, and mortgage note documents related to the expired mortgage, contract or affordability restriction;

- A narrative statement explaining how the property meets the description of Category 1, Category 2 or Category 3, as defined in this Notice;

- Whether the owner is seeking enhanced vouchers or PBV assistance;

- A statement certifying that the owner is in compliance with the civil rights threshold requirements set forth at section 3 ("Eligibility") of this Notice;

- A statement certifying that the applicable monthly rents used in calculation of at-risk and not at-risk households are accurate according to the terms set forth at section 5 ("Identifying At-Risk Households") of this Notice;

- A list of unassisted units (identified by unit number and household name) currently occupied by at-risk households, and by households determined not to be at-risk. These households must have resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration (if such event happened prior to the owner's request for assistance).

    - The list of at-risk households must be accompanied by a calculation that demonstrates that each at-risk household has an annual income equal to or less than HUD's most recently issued low income limit, **and** the household would (in the absence of this voucher assistance) have to pay more than 30 percent of their adjusted monthly income for rent.

    - The list of households determined not to be at-risk must be accompanied by a calculation that demonstrates that each household has an annual income greater than HUD's low income limit, or the household would not (in the absence of voucher assistance) have to pay more than 30 percent of their adjusted monthly income for rent.

    - The calculation for each list of households must include size of the household, household's annual income, the applicable HUD low income limit for a household this size, the household's

adjusted monthly income, the applicable monthly rent of the unit (see section 5, step 5 for the different meanings of "applicable monthly rent"), and the percentage of the household's adjusted monthly income spent on rent in the absence of this voucher assistance (applicable monthly rent/ adjusted monthly income).

- For properties where the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration happened before the owner submits the request for assistance, documentation (such as a lease, rent roll, or rental payment receipts) showing that the at-risk households and the households determined not to be at-risk resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration; and

- A list of unassisted units (identified by unit number and household name) currently occupied by households (that also resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration) that did not provide income information to the owner. (Please note that these households will not receive assistance through this Notice. For all residents identified in the owner's request for assistance as a household that did not provide income information to the owner, the owner must maintain documentation showing that the family was notified in writing that their failure to provide income information to the owner means the family will not have the opportunity to receive rental assistance through this Notice.)

Owners must provide all of the information listed above in their request for assistance. Owners may wish to refer to Attachment B for a sample format to provide the information required in the owner's request for assistance. The owner may also use Attachment D, Owner's Checklist for Requesting Enhanced Voucher or Project-Based Voucher Assistance to ensure compliance with each step required under this paragraph. Owners may find these forms helpful, but are not required to use them.

2) Once the Multifamily Hub/PC Director has received the owner's complete request for assistance, the Multifamily Hub/PC Director or designee will review the applications to verify that:

   a) The property had or has a Section 202 Direct Loan or a Section 236 or 221(d)(3)-(d)(5) Below Market Interest Rate (BMIR) primary mortgage that matured (or will mature) in FY 2016 or prior to FY 2016. This includes loans where the permission of the Secretary was a requirement prior to mortgage prepayment, as well as loans where permission of the Secretary was not a requirement prior to prepayment. Please note: the Multifamily Hub/PC Director or designee must verify the mortgage maturity date (day, month, and year) by reviewing the actual mortgage note, affordability restriction or contract document. Staff must also

verify that the mortgage was not prepaid prior to mortgage maturity and there are residents residing at the property that were residing at the property as of the date of mortgage maturity; OR

b) The owner's RAP contract expired prior to FY 2012, or Rent Supplement contract expired prior to FY 2000. This includes verifying that the contract reached its expiration date, and did not terminate prior to the expiration date due to the prepayment of the underlying mortgage at the property, and there are residents residing at the property that were residents of the property at the time of contract expiration; and for RAP contracts, this also includes verifying that for contracts that expired prior to 2012, voucher assistance was not previously provided to eligible residents; OR

c) The property had an underlying HUD-imposed affordability restriction that expired (or will expire) in FY 2016 or prior to FY 2016 and there are residents residing at the property that were residents of the property at the time of the expiration of the HUD-imposed affordability restriction. The Multifamily Hub/PC staff will verify that the affordability restriction was a HUD-imposed agreement. This may include, but is not limited to, the Preservation programs under the Title II Emergency Low Income Housing Preservation Act (ELIHPA) and the Low-Income Housing Preservation and Resident Homeownership Act (LIHPRHA), Section 236(e)(2) Decoupling Use Agreement, Section 250 Prepayment Use Agreement, a Section 219 Prepayment Use Agreement, or an Interest Reduction Payments Agreement associated with a state non-insured 236 mortgage. Please note: the Multifamily Hub/PC Director or designee must verify this date (day, month, and year) by reviewing the actual affordability restriction document. The Multifamily Hub/PC Director or designee must also review the specific provisions of the affordability restriction and mortgage note to verify that the expiration in fact removes/removed affordability restrictions on unassisted units at the property;

d) The property does not, at the time of the request for assistance, have an active Section 202 Direct Loan, or an active Section 221(d)(3)-(d)(5) or Section 236 FHA-insured or HUD-held mortgage;

e) The property is located in a low-vacancy area (low-vacancy areas are listed in Attachment A);

f) The number of households identified by the owner as at-risk households does not exceed the total number of unassisted units at the property (in the case of a mortgage maturity or affordability restriction expiration), or in the case of a Rent Supplement or RAP contract expiration, the number of households identified by the owner as at-risk households does not exceed the number of units on the original Rent Supplement or RAP contract. If the application involves the expiration of a Rent

Supplement or RAP contract, the Multifamily Hub/PC Director or designee must review the Rent Supplement or RAP contract to verify the number of units on the original contract. If the number of households identified by the owner as at-risk households does exceed the total number of unassisted units at the property (or the number of units on the original Rent Supplement or RAP contract), the Multifamily Hub/PC Director or designee must advise the owner to reduce the number of at-risk households to the allowable amount (no more than the total number of unassisted units at the property or the number of units on the original Rent Supplement or RAP contract) if the owner wishes to be further considered for funding; and

g) The households identified by the owner as at-risk households, and the households determined by the owner **not** to be at-risk, ***did reside at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration.*** If the documentation submitted in the owner's request fails to demonstrate that every household (at-risk and not at-risk) resided at the property at the time of the mortgage maturity, rental assistance contract expiration, affordability restriction expiration, the Multifamily Hub/PC Director or designee must advise the owner to submit corrected documentation or remove these households from the request if the owner wishes to be further considered for funding. In order to verify that households occupied units at the project at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration, the owner ***must*** submit documentation that demonstrates such occupancy. (Examples of such documentation includes rent rolls, rental payment receipts or copies of lease agreements).

The Office of Multifamily staff must use Attachment E, Multifamily Verification of Owner's Request to assist in verifying owner eligibility and in review of the steps outlined in paragraph 6.

Applications that meet the above requirements shall be deemed acceptable to be processed in accordance with the additional steps below. Please note: the Multifamily Hub/PC Director or designee will not be responsible for verifying the accuracy of the reported tenant income or the calculations of at-risk households.

If the owner's request for assistance does not meet the above requirements, the owner's request for assistance will be denied. The Multifamily Hub/PC Director or designee will notify the owner in writing of the denial of the request.

Requests determined acceptable by the Multifamily Hub/PC Director or designee under step 2 will be processed in accordance with the additional steps below.

3) The Multifamily Hub/PC Director or designee will submit a copy of the owner's request for assistance to the PH Field Office Director along with all completed worksheets, checklists and required documentation. The Multifamily Hub/PC Director or designee requests that the PH Field Office Director identify and invite a PHA (that currently administers the HCV program and has jurisdiction over the area in which the property is located) to administer the voucher assistance.

4) The PH Field Office Director or designee will determine the appropriate PHA to administer the assistance in accordance with established criteria for selection of PHA administration of tenant protection vouchers, including, but not limited to, jurisdiction, and PHA administrative capacity. The PH Field Office Director must invite the PHA to administer assistance under this Notice in writing. The PHA will have the opportunity to agree or decline to administer the enhanced vouchers or PBV assistance.

5) *For PBV requests:* The identified PHA should have an established PBV program. If the PHA does not have an established PBV program and wishes to accept administration of PBV assistance, the PHA must provide documentation to the PH Field Office Director that demonstrates the PHA's ability to comply with all regulatory and statutory requirements involved in establishing a PBV program within the timeframe necessary to provide assistance to eligible at-risk households. Acceptable documentation includes copies of, or certification from PHA concerning compliance with, PHA Plan requirements for the PBV program, site selection requirements, PBV administrative plan requirements, and compliance with 24 CFR 983.6 concerning maximum amount of PBV assistance.

   If the PHA does not wish to or is unable to administer PBV assistance, the PH Field Office Director or designee will make a reasonable effort to find a PHA with jurisdiction and administrative capacity willing to administer PBV assistance. Please note that any PHA willing to administer PBV assistance at this step is agreeing to do so in accordance with all the statutory and regulatory requirements of the PBV program (see section 7 below), including the statutory limit of 20 percent for the amount of the PHA's HCV budget authority that may be project-based (see 24 CFR 983.6(a)). The PHA identified by the PH Field Office Director or designee at this step must also be willing to administer enhanced voucher assistance, in case the PHA determines that it will be unable to enter into a PBV HAP contract with the owner due to the lack of PBV experience or inability to comply with statutory and regulatory requirements of the PBV program.

   If the invited PHA agrees to administer PBV assistance (and enhanced voucher assistance, if the PHA determines that it will be unable to enter into a PBV HAP contract with the owner due to the statutory and regulatory requirements of the PBV program), the owner's request for assistance will move on to step 7 below.

If the PH Field Office Director or designee is unable to identify a PHA willing or able to administer PBV assistance, the owner's request will move on to step 6 below in order to identify a PHA willing to administer enhanced voucher assistance. If the owner chooses not to proceed with enhanced voucher assistance, the PHA must notify the PH Field Office Director of the owner's decision. The PH Field Office Director will inform the Multifamily Hub/PC Director or designee who will notify the owner in writing that the owner's request is denied.

6) *For enhanced voucher requests*: If the PH Field Office Director or designee is able to identify a PHA willing to administer the enhanced vouchers, the owner's request for assistance will move on to step 7 below.

   If the PH Field Office Director or designee is unable to identify a PHA willing to administer enhanced vouchers, the owner's request for assistance will be denied. The PH Field Office Director or designee will notify the Multifamily Hub/PC Director of the denial. The Multifamily Hub/PC Director or designee will then notify the owner in writing of the denial.

7) The PH Field Office Director or designee provides a written request to the PHA identified along with a copy of the owner's request for assistance and all other supporting documentation to the PHA that agrees to administer the enhanced vouchers or PBV assistance.

8) The PHA must determine the eligibility of all at-risk households identified by the owner. For purposes of determining income eligibility, the PHA uses the applicable low income limits (not the very low income limits).

   The PHA's administrative plan must allow for the provision of HCV assistance to these low-income families. If the PHA's administrative plan does not currently provide for these low-income families to be eligible, the PHA must amend its administrative plan in order to administer the enhanced vouchers or PBV assistance. This administrative plan requirement is consistent with 24 CFR 982.201(b)(1)(iii). HUD will consider waivers of 24 CFR 982.201(b)(1)(iii) to allow a PHA to provide assistance to these low-income families without an amendment to the PHA's administrative plan, when needed due to the timing of the conversion.

   Additionally, households must meet the applicable rent burden threshold described in section 5 above to be eligible for assistance through this Notice. Specifically, households are only eligible for assistance through this Notice if applicable monthly rent for that household's unit divided by the household's adjusted monthly income (as calculated by the PHA in accordance with 24 CFR 5.611) is ***more than*** 30 percent (see section 5, step 5 for the different meanings of "applicable monthly rent").

   The PHA must also notify, in writing, all residents (still residing at the property) determined by the owner not to be at-risk, informing them that if

they believe they meet the HCV income limits and applicable rent burden threshold, they may request to have their income calculated by the PHA for eligibility purposes. This notification does not include any of the households that did not provide income information to the owner (as identified in the owner's request for assistance).

Families admitted to the HCV program with enhanced vouchers are special admissions under 24 CFR 982.203 and are not subject to income-targeting requirements under 24 CFR 982.201(b)(2) for families selected from the PHA's waiting list. Families admitted to the HCV program with PBV assistance must be selected from the PHA waiting list in accordance with 24 CFR 983.251(b) ("Protection of in-place families") and are also not subject to the income-targeting requirements under 24 CFR 982.201(b)(2).

In order to reduce processing time and where applicable, HUD will permit the PHA to use the owner's most recent family income examination (form HUD-50059) if the owner's current certification for the family (form HUD-50059) is no more than six months old and the PHA determines that the owner certifications are acceptable after reviewing a twenty percent sample for accuracy. The PHA is never required to use the owner certifications and may choose to conduct its own income determination and verification. PHAs should be aware that many owners will not have form HUD-50059 for the households being assisted through this Notice.

9) The PHA submits the Section 8 Tenant-Based Assistance Funding Application (Form HUD-52515) to the PH Field Office Director. The PHA is requested to enter the PHA's code number (for example, CT002) as well as their electronic mail address, telephone number, and facsimile telephone number in the same place at the top of the form where they are also to enter the PHA's name and mailing address. Instructions for completing the remainder of the form are as follows:

   a) Do not complete Section A.

   b) Under Section B of this form, only complete the box for total dwelling units under vouchers. Insert the number of eligible families **as determined by the PHA's eligibility determinations in step 8**.

   c) Do not complete Section C.

   d) Under Section D of this form, the PHA must identify whether the assistance will be for enhanced vouchers or PBV assistance.

10) The PH Field Office Director or designee submits the PHA's HUD-52515, as well as the owner's request for assistance, to the HUD Office of Housing Voucher's Financial Management Division (FMD) (at PIHConversionActions@hud.gov, with 2016 TPV Set-Aside" in the subject line).

11) The FMD and the Housing Voucher Management and Operations Division (HVMOD) reviews the submission for accuracy. The FMD calculates the budget authority and assigns funds to the PHA, using the information from Section B of the HUD-52515 to determine the amount of funding the PHA will be assigned. The FMD also calculates the special fee for the extraordinary costs associated with administering the enhanced voucher or PBV assistance under this Notice. The fee will be $200 per unit for the higher number of units as determined below:

    a) The number of at-risk households at the property that were identified in the owner's request for assistance; or

    b) The number of families that are eligible to receive assistance (as determined by the PHA in step 8 above, and identified in Section B of the HUD-52515).

    Please note that the amount of the special fee is subject to the availability of funds for this purpose. If necessary, HUD may amend the amount and method of calculation of the special fee by subsequent notice.

12) The Financial Management Center (FMC) prepares the ACC documents and ACC transmittal letter, and forwards these to the PHA with a copy of the letter to the PH Field Office Director.

7. <u>Procedures for Processing PBV Assistance.</u> After receiving the ACC documents and transmittal letter, the PHA must verify whether the owner's request for PBV assistance meets the statutory and regulatory requirements of the PBV program, including:

a) the prohibition of assistance for ineligible units (24 CFR 983.53);

b) prohibition of assistance for units in subsidized housing (24 CFR 983.54);

c) prohibition of excess public assistance (24 CFR 983.55);

d) the cap on number of PBV units in each building (24 CFR 983.56)

e) site selection standards (24 CFR 983.57)

f) the environmental review (24 CFR 983.58);

g) and all other program requirements, including all applicable fair housing and civil rights requirements.

Please note that the owner's property may be partially assisted with pre-existing Project-Based Section 8 contracts; units subsidized with such assistance may not be included in the PBV HAP contract (see 24 CFR 983.54(b)), and such units are excluded from the twenty-five percent cap on the number of PBV units that

can be in one project as described at 24 CFR 983.56.

Please also note that only the units occupied by eligible families may be covered by the PBV HAP contract. Units that were occupied by at-risk households at the time of the owner's request for assistance, and are either vacant or the occupant family was determined ineligible for admission to the HCV program at the time of the PHA's eligibility determinations, must not be covered by the HAP contract.

7.1 When a PHA is unable to enter into a PBV HAP contract with the owner. If the PHA determines that it will be unable to enter into a PBV HAP contract with the owner due to the statutory and regulatory requirements of the PBV program (e.g., the property does not meet the PHA's site selection standards), then the funding provided to the PHA under this notice must be used to provide *enhanced voucher assistance* for all eligible families. Please see section 8 below for procedures for processing enhanced voucher assistance.

7.2 When a PHA enters a PBV HAP contract for fewer units than requested. If the PHA determines that it will be able to enter into a PBV HAP contract, but there are more eligible families than there are eligible units under the PBV program (e.g., because the number of eligible families exceeds the 25 percent per project cap described at 24 CFR 983.56), then the PHA will administer *enhanced vouchers* for the eligible families whose units are not eligible to be included in the property's PBV HAP contract; please see section 8 below for procedures on processing enhanced voucher assistance. When the number of eligible families exceeds the number of eligible units under the PBV program, owners may decide which units will be included in the PBV HAP contract.

8. Procedures for Processing Enhanced Voucher Assistance. After receiving the ACC documents and transmittal letter, the PHA must issue vouchers to the eligible at-risk households at the project. Voucher funding under this Notice may only be used for families identified by the owner as at-risk households and determined eligible by the PHA. The Department may amend the PHA's ACC to rescind funding and remove the corresponding units if it is determined that the PHA is not eligible for funding provided.

8.1 Characteristics of Enhanced Voucher Assistance. Enhanced vouchers have several special requirements but in all other respects are subject to normal housing choice voucher program rules. For example, the PHA may not make payments to the owner until after execution of the HAP contract on behalf of an individual family, and the assistance may not be paid to cover any period of time before the PHA inspection and determination that the unit meets the housing quality standards of the program.

a) Enhanced voucher family right to remain**.** A family that receives an enhanced voucher has the right to remain in the project as long as

the units are used for rental housing and are otherwise eligible for housing choice voucher assistance (e.g., the rent is reasonable, unit meets HQS, etc.). The owner may not terminate the tenancy of a family that exercises its right to remain except for a serious or repeated lease violation or other good cause. If an owner refuses to honor the family's right to remain, the family may exercise any judicial remedy that is available under State and/or local law.

b) Payment standard where the family chooses to stay in the same project.

- Special payment standard. For a family that stays in the project, the payment standard used to calculate the voucher housing assistance payment is the gross rent (rent to owner plus the applicable PHA utility allowance for any tenant-supplied utilities) of the family's unit (provided the proposed rent to owner is reasonable), regardless of whether the gross rent exceeds the normally applicable PHA payment standard.

- Rent reasonableness documentation and lease requirements. All regular program requirements concerning the reasonableness of the rent and the provisions of the HUD-prescribed lease addendum apply to enhanced vouchers. The PHA must determine that the proposed rent for the family's unit is reasonable. The PHA must determine whether the proposed new rents for the property are reasonable using the same methodology it uses for any other potential units under the HCV program (see PIH Notice 2011-46).

  The PHA determines whether the rent requested by the owner is a reasonable rent for the unit in comparison to other comparable unassisted units based on the current condition of the unit. The PHA does not base the rent reasonableness determination on any planned future enhancements to the property. If the PHA determines the owner's proposed new rent is not reasonable, the owner must either lower the rent or the family will have to find another unit in order to benefit from the voucher.

  The special payment standard for enhanced tenant-based assistance for a family that stays in the unit sometimes results in the PHA approving a tenancy for a unit that otherwise would be ineligible or unaffordable to a family with regular tenant-based assistance. If the rent is reasonable in comparison to the rents of comparable unassisted units, there is nothing improper or incorrect in

approving the owner's new rent even if the rent would not normally be affordable for a family with a regular voucher. ***However, it is very important for the PHA to make sure the owner's new rent is reasonable and to properly document this determination***. The PHA must document the rent reasonableness of the owner's rent in the family's file by including the rents and addresses of the comparable units used to make the determination. The PHA should use the guidance provided in Notice PIH 2011-46 when determining whether the rent is reasonable.

c) Family move: Normal payment standard is applicable. The normally applicable PHA payment standard is always used to determine the family's maximum voucher subsidy when the family moves from the project. This includes cases where the proposed new rent for the family's current unit is not reasonable or the unit fails HQS, requiring the family to move in order to receive tenant-based assistance.

d) Enhanced voucher minimum rent requirement for stayers. Families assisted with enhanced voucher assistance have a special statutory minimum rent requirement. A family receiving enhanced voucher assistance under this set-aside must pay for rent no less than the rent the family was paying on the date of the rental assistance contract expiration, maturity of the mortgage and/or expiration of the affordability restriction that removed the affordability restrictions at the property.

The enhanced voucher minimum rent only applies if the family remains in the project. The enhanced voucher minimum rent does not apply if the family moves from the project.

The method for calculating the minimum rent changes if the family's income subsequently decreases to a significant extent (15 percent or more) from the family's gross income on the effective date of the rental assistance contract expiration, maturity of the mortgage and/or expiration of the affordability restriction that removed the affordability restrictions at the property. The enhanced voucher minimum rent changes from an actual dollar amount to a specific percentage of income.

The family's new enhanced voucher minimum rent is the greater of (A) the percentage of the monthly adjusted income the family paid for gross rent on the effective date of the rental assistance contract expiration, maturity of the mortgage and/or expiration of the affordability restriction that removed the affordability restrictions at the property, or (B) 30 percent of the family's current adjusted monthly income.

Once this change in the enhanced voucher minimum rent becomes effective for a family, the enhanced voucher minimum rent for the family remains that specific percentage of income (e.g., 32 percent) and will not revert to a specific dollar amount, even if the family income subsequently increases or decreases.

For instance, assume a family paid $500 for gross rent on the effective date of the rental assistance contract expiration, maturity of the mortgage and/or expiration of the affordability restriction that removed the affordability restrictions at the property, which equaled 35 percent of the family's monthly adjusted income at that time. After receiving enhanced voucher assistance for ten months, the family suffered a 50 percent decrease in monthly gross income. The PHA now calculates the enhanced voucher minimum rent for the family as the percentage of monthly adjusted income the family paid for rent on the effective date of the rental assistance contract expiration, maturity of the mortgage and/or expiration of the affordability restriction that removed the affordability restrictions at the property (35 percent) instead of the actual dollar amount ($500). The enhanced voucher family in this example must now pay at least 35 percent of the family monthly adjusted income for rent, regardless of any further changes in family income.

When a family reports a significant decrease in family income, the PHA conducts an interim redetermination and verifies the change in income as soon as possible to prevent hardship on the family, preferably by the first of the month following the date the family reports the change and provides the necessary documentation. The PHA may implement the reduction on a provisional basis before completing the verification in order to prevent undue hardship to the family.

The change in the determination of the enhanced voucher minimum rent only applies if a family suffers a significant loss of income (at least a 15 percent decrease in the gross family income on the date of the rental assistance contract expiration, maturity of the mortgage and/or expiration of the affordability restriction that removed the affordability restrictions at the property). Otherwise, the enhanced voucher minimum rent remains the specific dollar amount.

Regardless of which method is used to calculate the enhanced voucher minimum rent, the minimum rent represents the lowest amount the family may pay as their family share for as long as the family remains in the project. A family may pay no less than the enhanced voucher minimum rent.

e) Calculating HAP for enhanced voucher assistance. Regardless of whether the owner's new gross rent (after the rental assistance contract expiration, maturity of the mortgage and/or expiration of the affordability restriction that removed the affordability restrictions at the property) exceeds or is less than the PHA payment standard, the housing assistance payment for a family that stays in their present unit (or moves from an oversized unit to an appropriate size unit within the project) is the following:

The gross rent for the unit minus the greatest of:

(i) 30 percent of the adjusted family monthly income;

(ii) 10 percent of the family monthly income (gross monthly income);

(iii) the welfare rent in as-paid states;

(iv) the enhanced voucher minimum rent; or

(v) such other minimum rent established by the PHA as authorized by Federal law (see 24 CFR §5.630.)

f) Movers from the project – all regular housing choice voucher rules apply. If a resident decides to move from the project with the voucher assistance, the payment standard is not enhanced and the enhanced voucher minimum rent does not apply. This is the case when the family chooses to use the voucher to move from the property immediately, or if after receiving enhanced voucher assistance for a period of time the family chooses to subsequently move from the unit with continued voucher assistance. In either circumstance, the housing assistance payment and the family share at the new unit are calculated in accordance with the regular rules of the housing choice voucher program.

g) Administering voucher assistance. The special conditions of enhanced voucher assistance (enhanced voucher minimum rent and the special payment standard rules) are applicable for as long as the family receives voucher assistance at the project.

If an owner subsequently raises the rent for an enhanced voucher family in accordance with the lease, State and local law, and voucher program regulations (including rent reasonableness), the PHA will use the new gross rent to calculate the voucher HAP payment for the family.

The PHA must identify an eligible family as an enhanced voucher family even if the gross rent of the family's unit does not currently exceed the normally applicable PHA payment standard. Since the

enhanced payment standard rule also covers any subsequent rent increases, it is possible that the special payment standard may come into play later in the family's tenancy.

(1) Enhanced voucher minimum rent. The enhanced voucher minimum rent requirement remains in effect for all families who receive enhanced voucher assistance and remain at the property.

(2) Special payment standard. Subject to availability of appropriations, the payment standard used to calculate the family subsidy will continue to be enhanced to match the gross rent for the unit if the gross rent exceeds the normally applicable payment standard and the PHA determines the rent is reasonable for as long as the enhanced voucher family continues to reside in the same project.

If the owner raises the rent for a family assisted with an enhanced voucher in accordance with the lease, State and local law, and voucher program regulations, the PHA will increase the enhanced payment standard to equal the new gross rent (rent to owner and the applicable PHA utility allowance for any tenant-supplied utilities) for the unit provided the PHA determines the rent is reasonable. The additional cost of the subsidy will be covered through the regular renewal process for the PHA's voucher program.

If a change in the PHA utility allowance (either an increase or decrease) affects the gross rent for a family assisted with an enhanced voucher, the PHA must adjust the enhanced payment standard accordingly. The enhanced payment standard may never exceed the gross rent for the assisted family's unit.

Again, it is emphasized that the PHA always applies the normally applicable payment standard if the family subsequently moves from the project.

(3) Over-housed families. For the enhanced voucher policies that are applicable to families residing in units where the actual number of bedrooms exceeds the family unit size for which the family qualifies under the PHA subsidy standards (i.e., "over-housed families"), please see Notice PIH 2016-02.

9. Paperwork Reduction Act. The information collection requirements contained in this document have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). The OMB control numbers are 2577-0169, 2502-0204, and 2502-0086. In accordance with the Paperwork Reduction Act, HUD may not conduct or

sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

10. <u>Further Information</u>. Any questions concerning this Notice should be directed to the Housing Voucher Management and Operations Division, Office of Public Housing and Voucher Programs, at (202) 708-0477 (this is not a toll-free number). Persons with hearing or speech impairments may access these numbers via TTY by calling the toll-free Federal Information Relay Service at (800) 877-8339.

/s/
Lourdes Castro Ramírez
Principal Deputy Assistant Secretary
for Public and Indian Housing

/s/
Edward L. Golding
Principal Deputy Assistant Secretary
for Housing

List of Attachments
Attachment A
Attachment B
Attachment C
Attachment D
Attachment E
Attachment F
Attachment G
Attachment H

Attachment A

Low Vacancy Areas:

A property meets the low-vacancy threshold if it is located in a county (or county equivalent) with a rental vacancy rate (as measured by the 2009-2013 American Community Survey (ACS)) that is below the thresholds identified in the table below. For example, in a market with slow population growth (population growth of one percent annually or less), HUD, for the purposes of this notice, has determined that market to be a Low Vacancy Area if the rental vacancy rate in the county is less than or equal to 5.9 percent.

Note, for the purposes of this Notice, all 5 NYC boroughs are considered as one "county" and are coded in the table below as "36NYC" in the FIPS column. Also, annual population growth is calculated as the average *annual population growth for each county from 2010-2011, 20112012, and 2012-2013 as estimated by the 2013 US Population Estimates Program. Finally, given the lack of data for insular areas, all insular areas (other than Puerto Rico) are considered as low vacancy areas for the purposes of this Notice.*

Low Vacancy Area	
Annual Population Growth	**Rental Vacancy Rate**
Slow (<=1%)	<=5.9%
Moderate (1-2.9%)	<=7.4%
Rapid (>=3%)	<=9.0%

County FIPS Code	**County Name**	**Average Annual Population Growth (2012-2015)**	**Rental Vacancy Rate (ACS 2010-2014)**
01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
01019	Cherokee County, Alabama	-0.21%	5.7%
01023	Choctaw County, Alabama	-0.93%	0.0%
01025	Clarke County, Alabama	-0.62%	3.2%
01035	Conecuh County, Alabama	-0.84%	5.3%
01041	Crenshaw County, Alabama	0.03%	4.7%
01043	Cullman County, Alabama	0.67%	5.7%

County FIPS Code	County Name	Average Annual Population Growth (2012-2015)	Rental Vacancy Rate (ACS 2010-2014)
01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
01047	Dallas County, Alabama	-1.30%	5.4%
01053	Escambia County, Alabama	-0.21%	2.9%
01055	Etowah County, Alabama	-0.38%	5.3%
01057	Fayette County, Alabama	-0.40%	1.9%
01061	Geneva County, Alabama	-0.28%	4.9%
01065	Hale County, Alabama	-0.73%	2.6%
01075	Lamar County, Alabama	-0.86%	2.4%
01079	Lawrence County, Alabama	-0.66%	1.0%
01081	Lee County, Alabama	2.01%	6.1%
01085	Lowndes County, Alabama	-1.22%	5.3%
01091	Marengo County, Alabama	-0.69%	2.0%
01095	Marshall County, Alabama	0.18%	5.8%
01099	Monroe County, Alabama	-1.36%	4.7%
01103	Morgan County, Alabama	-0.15%	4.1%
01105	Perry County, Alabama	-1.76%	3.4%
01107	Pickens County, Alabama	2.55%	3.9%
01111	Randolph County, Alabama	0.10%	4.4%
01117	Shelby County, Alabama	1.29%	7.1%
01123	Tallapoosa County, Alabama	-0.26%	3.7%
01127	Walker County, Alabama	-0.45%	1.0%
01129	Washington County, Alabama	-0.61%	0.0%
01131	Wilcox County, Alabama	-0.90%	2.5%
01133	Winston County, Alabama	-0.41%	1.9%
02013	Aleutians East Borough, Alaska	0.49%	4.5%
02020	Anchorage Municipality, Alaska	0.01%	4.3%
02050	Bethel Census Area, Alaska	0.48%	5.5%
02100	Haines Borough, Alaska	-0.47%	5.1%
02110	Juneau City and Borough, Alaska	0.32%	4.5%
02150	Kodiak Island Borough, Alaska	-0.42%	2.1%
02170	Matanuska-Susitna Borough, Alaska	2.53%	5.0%
02180	Nome Census Area, Alaska	-0.08%	4.4%
02185	North Slope Borough, Alaska	0.09%	5.8%

County FIPS Code	County Name	Average Annual Population Growth (2012-2015)	Rental Vacancy Rate (ACS 2010-2014)
01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
02188	Northwest Arctic Borough, Alaska	0.13%	3.7%
02220	Sitka City and Borough, Alaska	-0.71%	5.0%
02270	Wade Hampton Census Area, Alaska	1.39%	3.5%
04005	Coconino County, Arizona	0.76%	5.6%
04025	Yavapai County, Arizona	1.51%	6.1%
05007	Benton County, Arkansas	2.33%	5.5%
05009	Boone County, Arkansas	-0.09%	4.4%
05025	Cleveland County, Arkansas	-1.17%	0.0%
05031	Craighead County, Arkansas	1.45%	7.1%
05039	Dallas County, Arkansas	-1.59%	5.4%
05047	Franklin County, Arkansas	-0.45%	4.1%
05055	Greene County, Arkansas	0.79%	1.9%
05059	Hot Spring County, Arkansas	0.05%	4.0%
05063	Independence County, Arkansas	0.10%	5.7%
05071	Johnson County, Arkansas	0.31%	4.8%
05075	Lawrence County, Arkansas	-0.51%	4.8%
05079	Lincoln County, Arkansas	-0.78%	3.0%
05087	Madison County, Arkansas	0.29%	5.5%
05101	Newton County, Arkansas	-0.71%	2.8%
05107	Phillips County, Arkansas	-2.03%	5.4%
05113	Polk County, Arkansas	-0.36%	2.6%
05121	Randolph County, Arkansas	-0.72%	4.0%
05137	Stone County, Arkansas	-0.39%	2.3%
06001	Alameda County, California	1.71%	3.9%
06007	Butte County, California	0.63%	5.0%
06011	Colusa County, California	0.17%	4.6%
06013	Contra Costa County, California	1.44%	4.6%
06015	Del Norte County, California	-1.13%	4.1%
06021	Glenn County, California	0.07%	3.8%
06023	Humboldt County, California	0.25%	4.7%
06025	Imperial County, California	0.49%	5.3%

County FIPS Code	County Name	Average Annual Population Growth (2012-2015)	Rental Vacancy Rate (ACS 2010-2014)
01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
06027	Inyo County, California	-0.26%	1.9%
06029	Kern County, California	0.99%	5.7%
06031	Kings County, California	-0.05%	5.0%
06037	Los Angeles County, California	0.66%	4.1%
06039	Madera County, California	0.62%	5.1%
06041	Marin County, California	0.67%	3.0%
06045	Mendocino County, California	0.05%	4.0%
06049	Modoc County, California	-1.33%	4.1%
06053	Monterey County, California	0.58%	4.2%
06055	Napa County, California	0.81%	5.9%
06057	Nevada County, California	0.20%	5.6%
06059	Orange County, California	0.86%	4.0%
06061	Placer County, California	1.29%	5.7%
06065	Riverside County, California	1.36%	7.2%
06067	Sacramento County, California	1.20%	6.1%
06069	San Benito County, California	1.11%	1.5%
06073	San Diego County, California	1.19%	4.6%
06075	San Francisco County, California	1.40%	3.0%
06077	San Joaquin County, California	1.16%	5.9%
06079	San Luis Obispo County, California	0.82%	3.5%
06081	San Mateo County, California	1.09%	2.8%
06083	Santa Barbara County, California	1.06%	3.6%
06085	Santa Clara County, California	1.37%	3.0%
06087	Santa Cruz County, California	0.94%	3.2%
06089	Shasta County, California	0.21%	5.4%
06091	Sierra County, California	-1.18%	4.0%
06093	Siskiyou County, California	-0.45%	3.5%
06095	Solano County, California	1.23%	6.3%
06097	Sonoma County, California	0.77%	4.3%
06099	Stanislaus County, California	1.03%	5.3%
06101	Sutter County, California	0.70%	5.8%
06103	Tehama County, California	0.05%	4.9%

County FIPS Code	County Name	Average Annual Population Growth (2012-2015)	Rental Vacancy Rate (ACS 2010-2014)
01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
06107	Tulare County, California	0.63%	4.2%
06111	Ventura County, California	0.60%	3.7%
06113	Yolo County, California	1.27%	3.4%
08001	Adams County, Colorado	2.17%	5.5%
08003	Alamosa County, Colorado	0.74%	3.4%
08005	Arapahoe County, Colorado	1.90%	5.1%
08011	Bent County, Colorado	0.11%	5.5%
08013	Boulder County, Colorado	1.49%	3.0%
08014	Broomfield County, Colorado	3.35%	6.0%
08017	Cheyenne County, Colorado	-0.89%	5.7%
08021	Conejos County, Colorado	-0.59%	4.6%
08031	Denver County, Colorado	2.49%	4.6%
08035	Douglas County, Colorado	2.58%	5.7%
08039	Elbert County, Colorado	1.85%	6.9%
08041	El Paso County, Colorado	1.47%	4.8%
08043	Fremont County, Colorado	-0.29%	4.9%
08047	Gilpin County, Colorado	2.23%	3.3%
08057	Jackson County, Colorado	0.20%	5.6%
08059	Jefferson County, Colorado	1.19%	3.9%
08065	Lake County, Colorado	0.92%	2.9%
08069	Larimer County, Colorado	2.37%	3.5%
08077	Mesa County, Colorado	0.18%	3.2%
08083	Montezuma County, Colorado	0.96%	4.5%
08085	Montrose County, Colorado	0.20%	5.6%
08087	Morgan County, Colorado	0.02%	4.6%
08093	Park County, Colorado	1.01%	7.3%
08095	Phillips County, Colorado	-0.26%	2.8%
08105	Rio Grande County, Colorado	-1.00%	4.9%
08109	Saguache County, Colorado	-0.36%	4.0%
08123	Weld County, Colorado	2.59%	4.6%
08125	Yuma County, Colorado	0.06%	4.7%
09005	Litchfield County, Connecticut	-0.69%	4.8%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
11001	District of Columbia, District of Columbia	1.90%	6.4%
12007	Bradford County, Florida	-0.25%	5.4%
12019	Clay County, Florida	1.63%	6.5%
12035	Flagler County, Florida	2.25%	4.0%
12041	Gilchrist County, Florida	0.63%	5.2%
12067	Lafayette County, Florida	-0.56%	2.1%
12077	Liberty County, Florida	0.35%	1.4%
12097	Osceola County, Florida	3.84%	8.5%
12109	St. Johns County, Florida	3.87%	7.5%
12131	Walton County, Florida	3.49%	6.1%
12133	Washington County, Florida	-0.20%	4.4%
13001	Appling County, Georgia	0.16%	5.4%
13005	Bacon County, Georgia	0.36%	4.9%
13011	Banks County, Georgia	0.47%	5.8%
13019	Berrien County, Georgia	-0.19%	3.2%
13027	Brooks County, Georgia	0.29%	2.4%
13029	Bryan County, Georgia	2.86%	5.1%
13065	Clinch County, Georgia	0.88%	5.2%
13069	Coffee County, Georgia	0.02%	3.8%
13077	Coweta County, Georgia	1.92%	5.5%
13085	Dawson County, Georgia	1.39%	3.1%
13097	Douglas County, Georgia	1.70%	6.9%
13099	Early County, Georgia	-0.10%	5.5%
13113	Fayette County, Georgia	1.01%	6.9%
13119	Franklin County, Georgia	0.55%	5.8%
13131	Grady County, Georgia	-0.18%	1.5%
13147	Hart County, Georgia	-0.05%	4.1%
13155	Irwin County, Georgia	-1.24%	3.0%
13159	Jasper County, Georgia	0.11%	3.0%
13173	Lanier County, Georgia	-0.44%	5.9%
13177	Lee County, Georgia	0.56%	3.3%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
13181	Lincoln County, Georgia	-0.32%	4.5%
13185	Lowndes County, Georgia	-0.55%	5.3%
13187	Lumpkin County, Georgia	0.76%	3.1%
13199	Meriwether County, Georgia	-0.19%	4.4%
13205	Mitchell County, Georgia	-0.77%	2.7%
13217	Newton County, Georgia	1.42%	7.1%
13219	Oconee County, Georgia	2.36%	5.8%
13223	Paulding County, Georgia	1.64%	5.7%
13229	Pierce County, Georgia	0.45%	0.5%
13243	Randolph County, Georgia	-0.52%	0.0%
13249	Schley County, Georgia	1.22%	6.1%
13259	Stewart County, Georgia	-1.20%	3.5%
13263	Talbot County, Georgia	-1.03%	5.3%
13265	Taliaferro County, Georgia	-0.65%	0.0%
13269	Taylor County, Georgia	-0.17%	5.3%
13275	Thomas County, Georgia	0.37%	4.8%
13277	Tift County, Georgia	-0.16%	3.0%
13287	Turner County, Georgia	-0.60%	3.9%
13289	Twiggs County, Georgia	-0.46%	5.8%
13293	Upson County, Georgia	-0.29%	5.7%
13297	Walton County, Georgia	1.39%	6.8%
13299	Ware County, Georgia	-0.42%	4.9%
13301	Warren County, Georgia	-0.65%	0.6%
13305	Wayne County, Georgia	-0.91%	4.7%
13315	Wilcox County, Georgia	-0.64%	1.4%
13317	Wilkes County, Georgia	-0.60%	2.0%
13319	Wilkinson County, Georgia	-1.39%	5.3%
13321	Worth County, Georgia	-1.20%	4.8%
15003	Honolulu County, Hawaii	0.75%	5.1%
16001	Ada County, Idaho	2.02%	3.9%
16007	Bear Lake County, Idaho	0.13%	2.8%
16011	Bingham County, Idaho	-0.39%	5.7%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
16013	Blaine County, Idaho	0.73%	4.4%
16015	Boise County, Idaho	1.26%	1.2%
16017	Bonner County, Idaho	1.16%	4.7%
16021	Boundary County, Idaho	1.49%	7.2%
16027	Canyon County, Idaho	2.29%	4.8%
16029	Caribou County, Idaho	-0.04%	2.1%
16041	Franklin County, Idaho	0.64%	0.0%
16047	Gooding County, Idaho	0.09%	4.5%
16051	Jefferson County, Idaho	0.63%	0.2%
16053	Jerome County, Idaho	0.42%	4.0%
16055	Kootenai County, Idaho	1.85%	6.7%
16057	Latah County, Idaho	0.52%	2.3%
16059	Lemhi County, Idaho	-0.16%	5.8%
16061	Lewis County, Idaho	-0.43%	4.3%
16069	Nez Perce County, Idaho	0.41%	4.6%
16071	Oneida County, Idaho	0.42%	1.5%
16073	Owyhee County, Idaho	-0.27%	5.6%
16075	Payette County, Idaho	0.33%	5.7%
16083	Twin Falls County, Idaho	1.62%	6.8%
16087	Washington County, Idaho	-0.20%	4.4%
17001	Adams County, Illinois	-0.07%	4.4%
17007	Boone County, Illinois	-0.16%	3.0%
17009	Brown County, Illinois	-0.30%	2.2%
17015	Carroll County, Illinois	-1.01%	4.3%
17017	Cass County, Illinois	-1.42%	1.6%
17021	Christian County, Illinois	-0.86%	5.7%
17023	Clark County, Illinois	-0.66%	1.8%
17025	Clay County, Illinois	-0.75%	0.4%
17027	Clinton County, Illinois	-0.24%	4.4%
17035	Cumberland County, Illinois	-0.13%	4.6%
17037	DeKalb County, Illinois	0.03%	5.7%
17043	DuPage County, Illinois	0.21%	5.9%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
17045	Edgar County, Illinois	-0.92%	3.4%
17055	Franklin County, Illinois	-0.33%	4.3%
17061	Greene County, Illinois	-0.94%	1.9%
17065	Hamilton County, Illinois	-0.65%	0.5%
17069	Hardin County, Illinois	-0.98%	1.0%
17071	Henderson County, Illinois	-0.26%	3.6%
17073	Henry County, Illinois	-0.44%	4.2%
17075	Iroquois County, Illinois	-0.71%	3.8%
17081	Jefferson County, Illinois	-0.27%	3.9%
17087	Johnson County, Illinois	-0.38%	4.9%
17089	Kane County, Illinois	0.57%	5.4%
17093	Kendall County, Illinois	1.39%	2.6%
17095	Knox County, Illinois	-0.55%	4.4%
17107	Logan County, Illinois	-0.98%	4.4%
17111	McHenry County, Illinois	-0.03%	5.3%
17119	Madison County, Illinois	-0.23%	5.8%
17125	Mason County, Illinois	-1.51%	1.5%
17127	Massac County, Illinois	-0.85%	5.0%
17129	Menard County, Illinois	-0.74%	3.1%
17131	Mercer County, Illinois	-0.71%	2.1%
17135	Montgomery County, Illinois	-0.81%	4.2%
17137	Morgan County, Illinois	-0.50%	1.7%
17139	Moultrie County, Illinois	-0.10%	5.7%
17141	Ogle County, Illinois	-0.74%	5.8%
17149	Pike County, Illinois	-0.57%	3.7%
17151	Pope County, Illinois	-0.80%	2.1%
17153	Pulaski County, Illinois	-1.64%	2.3%
17155	Putnam County, Illinois	-1.36%	0.4%
17163	St. Clair County, Illinois	-0.57%	4.4%
17165	Saline County, Illinois	-0.56%	4.4%
17167	Sangamon County, Illinois	-0.10%	4.1%
17171	Scott County, Illinois	-1.28%	0.0%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
17181	Union County, Illinois	-0.42%	5.5%
17189	Washington County, Illinois	-0.78%	4.8%
17197	Will County, Illinois	0.24%	5.5%
17203	Woodford County, Illinois	0.24%	5.3%
18005	Bartholomew County, Indiana	0.94%	4.5%
18013	Brown County, Indiana	-0.17%	0.0%
18021	Clay County, Indiana	-0.40%	2.6%
18025	Crawford County, Indiana	-0.52%	5.1%
18045	Fountain County, Indiana	-1.02%	4.9%
18049	Fulton County, Indiana	-0.55%	2.9%
18063	Hendricks County, Indiana	1.63%	5.4%
18075	Jay County, Indiana	-0.38%	5.7%
18079	Jennings County, Indiana	-0.35%	2.8%
18081	Johnson County, Indiana	1.39%	6.9%
18089	Lake County, Indiana	-0.36%	5.5%
18099	Marshall County, Indiana	-0.10%	5.8%
18101	Martin County, Indiana	-0.30%	5.6%
18105	Monroe County, Indiana	0.79%	5.0%
18109	Morgan County, Indiana	0.22%	5.5%
18111	Newton County, Indiana	-0.13%	5.6%
18119	Owen County, Indiana	-0.77%	5.4%
18121	Parke County, Indiana	-0.38%	2.7%
18125	Pike County, Indiana	-0.48%	5.5%
18147	Spencer County, Indiana	-0.24%	5.6%
18157	Tippecanoe County, Indiana	1.36%	5.5%
18159	Tipton County, Indiana	-0.99%	2.3%
18163	Vanderburgh County, Indiana	0.19%	5.9%
18165	Vermillion County, Indiana	-0.54%	4.2%
18171	Warren County, Indiana	-0.47%	3.9%
18173	Warrick County, Indiana	0.77%	3.8%
18175	Washington County, Indiana	-0.12%	4.5%
19009	Audubon County, Iowa	-0.61%	3.5%

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01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
19023	Butler County, Iowa	-0.16%	5.2%
19029	Cass County, Iowa	-0.72%	4.9%
19031	Cedar County, Iowa	-0.10%	3.2%
19033	Cerro Gordo County, Iowa	-0.53%	4.0%
19035	Cherokee County, Iowa	-1.08%	5.6%
19037	Chickasaw County, Iowa	-0.50%	2.5%
19039	Clarke County, Iowa	-0.32%	4.3%
19043	Clayton County, Iowa	-0.53%	5.8%
19049	Dallas County, Iowa	3.53%	5.4%
19063	Emmet County, Iowa	-0.65%	4.8%
19065	Fayette County, Iowa	-0.90%	2.8%
19067	Floyd County, Iowa	-0.30%	5.1%
19069	Franklin County, Iowa	-0.73%	4.3%
19071	Fremont County, Iowa	-1.12%	5.1%
19075	Grundy County, Iowa	0.01%	5.7%
19089	Howard County, Iowa	-0.59%	3.2%
19091	Humboldt County, Iowa	-0.58%	3.6%
19095	Iowa County, Iowa	0.37%	2.9%
19097	Jackson County, Iowa	-0.42%	3.7%
19101	Jefferson County, Iowa	0.79%	3.9%
19103	Johnson County, Iowa	1.75%	2.1%
19105	Jones County, Iowa	-0.23%	4.7%
19107	Keokuk County, Iowa	-0.76%	3.8%
19115	Louisa County, Iowa	-0.43%	3.8%
19117	Lucas County, Iowa	-0.27%	0.5%
19121	Madison County, Iowa	0.24%	3.6%
19127	Marshall County, Iowa	-0.28%	4.6%
19131	Mitchell County, Iowa	0.26%	4.0%
19141	O'Brien County, Iowa	-0.43%	4.1%
19147	Palo Alto County, Iowa	-0.53%	5.9%
19149	Plymouth County, Iowa	-0.10%	5.9%
19151	Pocahontas County, Iowa	-0.69%	5.3%

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01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
19153	Polk County, Iowa	1.74%	4.6%
19157	Poweshiek County, Iowa	-0.39%	4.4%
19159	Ringgold County, Iowa	-0.06%	3.1%
19165	Shelby County, Iowa	-0.43%	0.0%
19167	Sioux County, Iowa	0.57%	4.0%
19169	Story County, Iowa	1.49%	1.6%
19171	Tama County, Iowa	-0.38%	5.5%
19175	Union County, Iowa	-0.36%	3.2%
19181	Warren County, Iowa	1.16%	4.5%
19183	Washington County, Iowa	0.50%	5.7%
19187	Webster County, Iowa	-0.21%	5.4%
19191	Winneshiek County, Iowa	-0.54%	1.5%
19193	Woodbury County, Iowa	0.13%	5.3%
19195	Worth County, Iowa	0.21%	3.4%
20003	Anderson County, Kansas	-0.43%	0.5%
20009	Barton County, Kansas	-0.51%	4.1%
20013	Brown County, Kansas	-0.36%	2.4%
20023	Cheyenne County, Kansas	0.09%	4.8%
20031	Coffey County, Kansas	-0.51%	3.5%
20033	Comanche County, Kansas	-1.14%	1.1%
20039	Decatur County, Kansas	0.64%	0.0%
20043	Doniphan County, Kansas	-0.30%	4.4%
20045	Douglas County, Kansas	1.39%	5.8%
20047	Edwards County, Kansas	-0.11%	4.4%
20051	Ellis County, Kansas	-0.08%	5.2%
20055	Finney County, Kansas	-0.03%	3.9%
20065	Graham County, Kansas	0.03%	0.0%
20067	Grant County, Kansas	-0.42%	0.0%
20071	Greeley County, Kansas	1.60%	2.8%
20073	Greenwood County, Kansas	-1.00%	4.0%
20075	Hamilton County, Kansas	-2.07%	3.3%
20079	Harvey County, Kansas	0.24%	2.8%

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01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
20081	Haskell County, Kansas	-1.06%	5.6%
20085	Jackson County, Kansas	-0.20%	4.7%
20087	Jefferson County, Kansas	0.04%	2.9%
20091	Johnson County, Kansas	1.19%	5.2%
20095	Kingman County, Kansas	-0.61%	5.7%
20113	McPherson County, Kansas	-0.47%	5.5%
20119	Meade County, Kansas	-0.49%	4.3%
20127	Morris County, Kansas	-1.19%	4.3%
20143	Ottawa County, Kansas	-0.48%	2.3%
20145	Pawnee County, Kansas	-0.29%	2.5%
20149	Pottawatomie County, Kansas	1.42%	5.2%
20151	Pratt County, Kansas	-0.30%	2.8%
20157	Republic County, Kansas	-0.83%	2.2%
20163	Rooks County, Kansas	-0.22%	1.5%
20165	Rush County, Kansas	-0.79%	0.0%
20167	Russell County, Kansas	0.31%	0.8%
20169	Saline County, Kansas	-0.10%	3.9%
20171	Scott County, Kansas	0.63%	0.0%
20175	Seward County, Kansas	-0.35%	4.3%
20181	Sherman County, Kansas	-0.69%	0.0%
20183	Smith County, Kansas	-0.46%	5.0%
20193	Thomas County, Kansas	-0.17%	0.8%
20199	Wallace County, Kansas	-0.17%	4.5%
20205	Wilson County, Kansas	-0.99%	5.9%
21003	Allen County, Kentucky	0.65%	2.1%
21007	Ballard County, Kentucky	-0.36%	5.6%
21009	Barren County, Kentucky	0.73%	5.5%
21011	Bath County, Kentucky	1.20%	6.8%
21013	Bell County, Kentucky	-0.98%	3.2%
21015	Boone County, Kentucky	1.21%	6.1%
21017	Bourbon County, Kentucky	0.22%	3.6%
21021	Boyle County, Kentucky	0.95%	3.6%

County FIPS Code	County Name	Average Annual Population Growth (2012-2015)	Rental Vacancy Rate (ACS 2010-2014)
01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
21029	Bullitt County, Kentucky	1.20%	5.8%
21031	Butler County, Kentucky	0.38%	5.3%
21037	Campbell County, Kentucky	0.32%	2.7%
21039	Carlisle County, Kentucky	-1.12%	0.9%
21041	Carroll County, Kentucky	-0.52%	3.3%
21043	Carter County, Kentucky	-0.36%	3.2%
21049	Clark County, Kentucky	0.00%	4.1%
21051	Clay County, Kentucky	-0.81%	3.9%
21053	Clinton County, Kentucky	-0.25%	3.1%
21055	Crittenden County, Kentucky	-0.24%	2.8%
21067	Fayette County, Kentucky	0.97%	5.7%
21071	Floyd County, Kentucky	-1.19%	5.0%
21081	Grant County, Kentucky	0.36%	5.5%
21083	Graves County, Kentucky	-0.10%	4.9%
21085	Grayson County, Kentucky	0.48%	1.6%
21089	Greenup County, Kentucky	-0.58%	4.4%
21097	Harrison County, Kentucky	0.29%	3.3%
21099	Hart County, Kentucky	0.08%	3.5%
21101	Henderson County, Kentucky	-0.02%	3.1%
21103	Henry County, Kentucky	0.65%	3.0%
21109	Jackson County, Kentucky	0.12%	4.0%
21113	Jessamine County, Kentucky	1.60%	3.0%
21125	Laurel County, Kentucky	0.30%	2.3%
21127	Lawrence County, Kentucky	-0.18%	5.7%
21129	Lee County, Kentucky	-3.54%	4.8%
21133	Letcher County, Kentucky	-1.14%	3.4%
21137	Lincoln County, Kentucky	0.08%	4.1%
21143	Lyon County, Kentucky	-0.52%	3.6%
21145	McCracken County, Kentucky	-0.30%	5.8%
21149	McLean County, Kentucky	-0.02%	4.0%
21151	Madison County, Kentucky	1.13%	5.5%
21155	Marion County, Kentucky	-1.04%	3.8%

County FIPS Code	County Name	Average Annual Population Growth (2012-2015)	Rental Vacancy Rate (ACS 2010-2014)
01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
21159	Martin County, Kentucky	-1.21%	1.8%
21167	Mercer County, Kentucky	0.10%	4.6%
21169	Metcalfe County, Kentucky	-0.27%	2.6%
21171	Monroe County, Kentucky	-0.54%	5.1%
21185	Oldham County, Kentucky	1.44%	3.4%
21187	Owen County, Kentucky	-0.08%	4.0%
21189	Owsley County, Kentucky	-1.61%	0.0%
21195	Pike County, Kentucky	-1.30%	4.1%
21201	Robertson County, Kentucky	-1.15%	4.5%
21209	Scott County, Kentucky	2.24%	5.8%
21211	Shelby County, Kentucky	1.48%	5.9%
21215	Spencer County, Kentucky	0.93%	4.5%
21219	Todd County, Kentucky	-0.30%	2.6%
21221	Trigg County, Kentucky	-0.36%	5.6%
21223	Trimble County, Kentucky	-0.18%	5.8%
21225	Union County, Kentucky	-0.13%	3.5%
21227	Warren County, Kentucky	1.66%	4.4%
22003	Allen Parish, Louisiana	0.15%	5.6%
22005	Ascension Parish, Louisiana	2.10%	6.5%
22013	Bienville Parish, Louisiana	-0.89%	3.8%
22021	Caldwell Parish, Louisiana	-0.05%	5.3%
22027	Claiborne Parish, Louisiana	-1.13%	2.2%
22029	Concordia Parish, Louisiana	-0.49%	3.7%
22035	East Carroll Parish, Louisiana	-1.16%	4.0%
22037	East Feliciana Parish, Louisiana	-0.43%	4.1%
22047	Iberville Parish, Louisiana	-0.21%	3.5%
22049	Jackson Parish, Louisiana	-0.79%	4.2%
22055	Lafayette Parish, Louisiana	1.87%	6.6%
22057	Lafourche Parish, Louisiana	0.44%	3.6%
22059	LaSalle Parish, Louisiana	0.23%	0.8%
22063	Livingston Parish, Louisiana	1.47%	7.0%
22075	Plaquemines Parish, Louisiana	-0.56%	3.4%

County FIPS Code	County Name	Average Annual Population Growth (2012-2015)	Rental Vacancy Rate (ACS 2010-2014)
01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
22081	Red River Parish, Louisiana	-1.61%	4.1%
22083	Richland Parish, Louisiana	-0.62%	4.9%
22087	St. Bernard Parish, Louisiana	3.04%	9.0%
22093	St. James Parish, Louisiana	-0.16%	3.5%
22121	West Baton Rouge Parish, Louisiana	1.93%	6.1%
22123	West Carroll Parish, Louisiana	-0.58%	3.7%
23001	Androscoggin County, Maine	-0.10%	5.5%
23005	Cumberland County, Maine	0.68%	5.4%
23009	Hancock County, Maine	0.07%	4.9%
23011	Kennebec County, Maine	-0.46%	5.4%
23019	Penobscot County, Maine	-0.20%	5.8%
23021	Piscataquis County, Maine	-0.66%	3.9%
23027	Waldo County, Maine	0.21%	5.5%
24003	Anne Arundel County, Maryland	0.81%	4.7%
24009	Calvert County, Maryland	0.35%	4.6%
24013	Carroll County, Maryland	0.09%	5.2%
24017	Charles County, Maryland	1.16%	5.9%
24019	Dorchester County, Maryland	-0.10%	3.8%
24021	Frederick County, Maryland	0.79%	3.0%
24027	Howard County, Maryland	1.50%	3.5%
24031	Montgomery County, Maryland	1.10%	4.0%
24039	Somerset County, Maryland	-0.44%	4.5%
25005	Bristol County, Massachusetts	0.35%	5.3%
25007	Dukes County, Massachusetts	1.01%	3.7%
25009	Essex County, Massachusetts	0.83%	3.7%
25011	Franklin County, Massachusetts	-0.42%	4.3%
25013	Hampden County, Massachusetts	0.29%	4.5%
25015	Hampshire County, Massachusetts	0.18%	3.2%
25017	Middlesex County, Massachusetts	0.95%	3.5%
25021	Norfolk County, Massachusetts	0.63%	4.6%
25025	Suffolk County, Massachusetts	1.25%	3.9%
26007	Alpena County, Michigan	-0.48%	4.2%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
26011	Arenac County, Michigan	-0.51%	4.4%
26027	Cass County, Michigan	-0.24%	5.5%
26029	Charlevoix County, Michigan	0.21%	5.6%
26035	Clare County, Michigan	-0.25%	3.6%
26041	Delta County, Michigan	-0.43%	2.5%
26043	Dickinson County, Michigan	-0.55%	1.6%
26045	Eaton County, Michigan	0.24%	4.8%
26051	Gladwin County, Michigan	-0.46%	4.6%
26057	Gratiot County, Michigan	-0.39%	4.7%
26073	Isabella County, Michigan	0.03%	5.2%
26077	Kalamazoo County, Michigan	0.69%	5.6%
26081	Kent County, Michigan	1.14%	5.2%
26083	Keweenaw County, Michigan	-0.57%	1.7%
26091	Lenawee County, Michigan	-0.15%	4.9%
26093	Livingston County, Michigan	0.77%	4.3%
26099	Macomb County, Michigan	0.65%	4.9%
26105	Mason County, Michigan	0.12%	4.2%
26109	Menominee County, Michigan	-0.28%	2.0%
26111	Midland County, Michigan	-0.01%	2.7%
26123	Newaygo County, Michigan	0.00%	4.7%
26127	Oceana County, Michigan	-0.19%	3.6%
26129	Ogemaw County, Michigan	-0.76%	4.6%
26133	Osceola County, Michigan	-0.30%	4.3%
26137	Otsego County, Michigan	0.28%	4.3%
26139	Ottawa County, Michigan	1.26%	5.0%
26161	Washtenaw County, Michigan	0.72%	4.4%
27003	Anoka County, Minnesota	0.80%	4.3%
27005	Becker County, Minnesota	0.37%	4.5%
27009	Benton County, Minnesota	0.71%	5.3%
27015	Brown County, Minnesota	-0.12%	5.6%
27017	Carlton County, Minnesota	0.23%	4.0%
27019	Carver County, Minnesota	1.68%	5.5%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
27021	Cass County, Minnesota	0.34%	4.2%
27025	Chisago County, Minnesota	0.50%	2.5%
27027	Clay County, Minnesota	1.15%	7.1%
27029	Clearwater County, Minnesota	0.49%	4.2%
27031	Cook County, Minnesota	0.11%	3.2%
27033	Cottonwood County, Minnesota	-0.28%	1.1%
27035	Crow Wing County, Minnesota	0.30%	4.1%
27037	Dakota County, Minnesota	0.80%	4.4%
27043	Faribault County, Minnesota	-0.46%	4.0%
27045	Fillmore County, Minnesota	-0.08%	4.8%
27053	Hennepin County, Minnesota	1.07%	4.1%
27057	Hubbard County, Minnesota	0.35%	3.4%
27061	Itasca County, Minnesota	0.14%	5.4%
27063	Jackson County, Minnesota	-0.68%	3.4%
27065	Kanabec County, Minnesota	-0.32%	4.5%
27067	Kandiyohi County, Minnesota	0.08%	4.4%
27071	Koochiching County, Minnesota	-0.88%	1.8%
27075	Lake County, Minnesota	-0.63%	5.8%
27079	Le Sueur County, Minnesota	0.02%	3.3%
27085	McLeod County, Minnesota	-0.08%	5.8%
27093	Meeker County, Minnesota	0.05%	2.3%
27095	Mille Lacs County, Minnesota	0.07%	4.7%
27097	Morrison County, Minnesota	-0.32%	2.3%
27099	Mower County, Minnesota	-0.17%	4.5%
27101	Murray County, Minnesota	-0.68%	5.2%
27103	Nicollet County, Minnesota	0.40%	3.5%
27105	Nobles County, Minnesota	0.13%	3.6%
27111	Otter Tail County, Minnesota	0.24%	3.6%
27115	Pine County, Minnesota	-0.17%	4.1%
27119	Polk County, Minnesota	0.05%	3.7%
27123	Ramsey County, Minnesota	1.07%	3.8%
27131	Rice County, Minnesota	0.43%	5.4%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
27133	Rock County, Minnesota	0.16%	2.7%
27135	Roseau County, Minnesota	0.56%	5.3%
27137	St. Louis County, Minnesota	0.01%	3.8%
27139	Scott County, Minnesota	1.55%	3.0%
27143	Sibley County, Minnesota	-0.52%	5.2%
27147	Steele County, Minnesota	0.41%	2.6%
27159	Wadena County, Minnesota	0.43%	5.5%
27161	Waseca County, Minnesota	-0.34%	3.3%
27163	Washington County, Minnesota	1.01%	3.3%
27165	Watonwan County, Minnesota	-0.52%	5.0%
27167	Wilkin County, Minnesota	-1.11%	1.1%
27171	Wright County, Minnesota	1.02%	4.5%
27173	Yellow Medicine County, Minnesota	-0.94%	2.1%
28001	Adams County, Mississippi	-0.95%	2.3%
28005	Amite County, Mississippi	-1.02%	5.8%
28007	Attala County, Mississippi	-0.10%	2.4%
28013	Calhoun County, Mississippi	-0.28%	5.4%
28023	Clarke County, Mississippi	-1.01%	0.0%
28029	Copiah County, Mississippi	-0.16%	3.4%
28031	Covington County, Mississippi	0.01%	2.9%
28033	DeSoto County, Mississippi	1.37%	5.3%
28041	Greene County, Mississippi	-1.78%	1.3%
28053	Humphreys County, Mississippi	-2.00%	5.3%
28055	Issaquena County, Mississippi	-1.70%	2.6%
28087	Lowndes County, Mississippi	0.05%	5.8%
28089	Madison County, Mississippi	1.66%	6.5%
28099	Neshoba County, Mississippi	-0.25%	5.5%
28121	Rankin County, Mississippi	0.79%	5.6%
28125	Sharkey County, Mississippi	-1.42%	3.0%
28129	Smith County, Mississippi	-0.56%	1.7%
28135	Tallahatchie County, Mississippi	-1.13%	5.4%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
28153	Wayne County, Mississippi	-0.09%	1.5%
28159	Winston County, Mississippi	-1.16%	4.4%
28163	Yazoo County, Mississippi	-1.05%	5.3%
29003	Andrew County, Missouri	-0.18%	0.6%
29005	Atchison County, Missouri	-1.30%	4.0%
29009	Barry County, Missouri	0.14%	2.7%
29011	Barton County, Missouri	-1.27%	1.9%
29015	Benton County, Missouri	-0.48%	4.1%
29019	Boone County, Missouri	1.22%	4.0%
29025	Caldwell County, Missouri	-0.36%	2.4%
29027	Callaway County, Missouri	0.29%	3.3%
29035	Carter County, Missouri	0.00%	4.8%
29041	Chariton County, Missouri	-0.30%	4.7%
29045	Clark County, Missouri	-0.85%	4.5%
29051	Cole County, Missouri	0.15%	1.9%
29053	Cooper County, Missouri	0.21%	4.6%
29057	Dade County, Missouri	0.15%	4.4%
29061	Daviess County, Missouri	-0.03%	4.9%
29067	Douglas County, Missouri	-0.52%	3.9%
29069	Dunklin County, Missouri	-1.02%	3.1%
29075	Gentry County, Missouri	-0.56%	4.9%
29083	Henry County, Missouri	-0.63%	0.6%
29087	Holt County, Missouri	-1.27%	2.4%
29093	Iron County, Missouri	-0.97%	4.4%
29097	Jasper County, Missouri	0.91%	5.5%
29101	Johnson County, Missouri	-0.31%	4.8%
29103	Knox County, Missouri	-1.46%	2.4%
29117	Livingston County, Missouri	-0.05%	4.7%
29121	Macon County, Missouri	-0.45%	0.5%
29127	Marion County, Missouri	0.09%	4.7%
29133	Mississippi County, Missouri	-0.61%	2.7%
29137	Monroe County, Missouri	-0.40%	5.1%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
29141	Morgan County, Missouri	0.06%	2.4%
29143	New Madrid County, Missouri	-0.50%	4.8%
29145	Newton County, Missouri	-0.26%	3.1%
29147	Nodaway County, Missouri	-0.81%	3.3%
29163	Pike County, Missouri	-0.33%	5.6%
29165	Platte County, Missouri	1.43%	7.4%
29167	Polk County, Missouri	0.16%	2.1%
29171	Putnam County, Missouri	-0.53%	5.5%
29175	Randolph County, Missouri	-0.27%	0.8%
29179	Reynolds County, Missouri	-1.15%	3.7%
29181	Ripley County, Missouri	-0.54%	2.3%
29183	St. Charles County, Missouri	1.47%	5.3%
29186	Ste. Genevieve County, Missouri	0.09%	5.6%
29187	St. Francois County, Missouri	0.34%	4.9%
29195	Saline County, Missouri	-0.30%	3.0%
29199	Scotland County, Missouri	-0.23%	5.4%
29201	Scott County, Missouri	-0.10%	5.2%
29203	Shannon County, Missouri	-0.27%	5.2%
29205	Shelby County, Missouri	-0.58%	5.8%
29207	Stoddard County, Missouri	0.03%	3.9%
29209	Stone County, Missouri	-0.73%	5.4%
29215	Texas County, Missouri	-0.09%	5.1%
29219	Warren County, Missouri	0.73%	4.6%
29221	Washington County, Missouri	-0.42%	4.4%
29223	Wayne County, Missouri	0.08%	2.3%
29225	Webster County, Missouri	1.05%	6.2%
29227	Worth County, Missouri	-0.39%	3.0%
30001	Beaverhead County, Montana	-0.18%	3.5%
30007	Broadwater County, Montana	-0.34%	0.0%
30015	Chouteau County, Montana	-0.95%	2.1%
30017	Custer County, Montana	0.83%	4.9%
30021	Dawson County, Montana	1.35%	2.5%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
30025	Fallon County, Montana	1.78%	7.2%
30029	Flathead County, Montana	1.63%	6.9%
30031	Gallatin County, Montana	2.85%	5.8%
30033	Garfield County, Montana	1.28%	7.3%
30035	Glacier County, Montana	-0.03%	3.6%
30041	Hill County, Montana	0.28%	4.3%
30063	Missoula County, Montana	0.92%	4.3%
30069	Petroleum County, Montana	-2.27%	0.0%
30073	Pondera County, Montana	0.01%	5.7%
30075	Powder River County, Montana	0.29%	5.8%
30081	Ravalli County, Montana	0.61%	5.4%
30083	Richland County, Montana	3.44%	6.6%
30089	Sanders County, Montana	-0.10%	4.4%
30093	Silver Bow County, Montana	0.13%	4.6%
30101	Toole County, Montana	-0.92%	1.5%
30103	Treasure County, Montana	-1.60%	4.0%
30105	Valley County, Montana	0.72%	4.3%
30109	Wibaux County, Montana	2.33%	0.0%
30111	Yellowstone County, Montana	1.11%	5.4%
31001	Adams County, Nebraska	0.21%	3.9%
31003	Antelope County, Nebraska	-0.59%	3.9%
31005	Arthur County, Nebraska	-1.78%	5.1%
31007	Banner County, Nebraska	1.05%	0.0%
31009	Blaine County, Nebraska	-1.56%	0.0%
31013	Box Butte County, Nebraska	0.17%	4.8%
31017	Brown County, Nebraska	-0.87%	3.5%
31019	Buffalo County, Nebraska	0.84%	2.9%
31023	Butler County, Nebraska	-0.78%	1.2%
31027	Cedar County, Nebraska	-0.74%	1.3%
31029	Chase County, Nebraska	-0.62%	5.0%
31031	Cherry County, Nebraska	0.68%	5.0%
31033	Cheyenne County, Nebraska	0.36%	4.1%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
31037	Colfax County, Nebraska	-0.10%	3.0%
31039	Cuming County, Nebraska	0.10%	1.3%
31041	Custer County, Nebraska	0.05%	1.7%
31043	Dakota County, Nebraska	-0.02%	5.6%
31045	Dawes County, Nebraska	-0.47%	3.0%
31049	Deuel County, Nebraska	-0.86%	0.5%
31053	Dodge County, Nebraska	0.06%	3.3%
31057	Dundy County, Nebraska	-3.29%	2.8%
31065	Furnas County, Nebraska	-0.28%	5.0%
31069	Garden County, Nebraska	-0.77%	0.0%
31071	Garfield County, Nebraska	0.73%	4.5%
31073	Gosper County, Nebraska	-0.99%	2.6%
31079	Hall County, Nebraska	0.74%	1.8%
31081	Hamilton County, Nebraska	0.62%	5.3%
31083	Harlan County, Nebraska	0.36%	3.6%
31085	Hayes County, Nebraska	-0.49%	0.0%
31087	Hitchcock County, Nebraska	-0.01%	3.9%
31089	Holt County, Nebraska	-0.29%	4.5%
31097	Johnson County, Nebraska	0.05%	1.5%
31099	Kearney County, Nebraska	0.36%	0.0%
31107	Knox County, Nebraska	-0.17%	3.6%
31109	Lancaster County, Nebraska	1.44%	4.6%
31119	Madison County, Nebraska	-0.07%	5.9%
31121	Merrick County, Nebraska	-0.05%	4.2%
31123	Morrill County, Nebraska	-0.12%	5.1%
31125	Nance County, Nebraska	-1.01%	5.5%
31129	Nuckolls County, Nebraska	-0.76%	5.7%
31131	Otoe County, Nebraska	0.48%	2.3%
31133	Pawnee County, Nebraska	-1.44%	1.3%
31137	Phelps County, Nebraska	0.27%	2.6%
31141	Platte County, Nebraska	0.24%	5.8%
31143	Polk County, Nebraska	-0.53%	3.9%

County FIPS Code	County Name	Average Annual Population Growth (2012-2015)	Rental Vacancy Rate (ACS 2010-2014)
01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
31147	Richardson County, Nebraska	-0.79%	5.5%
31149	Rock County, Nebraska	0.11%	4.7%
31153	Sarpy County, Nebraska	1.94%	4.9%
31155	Saunders County, Nebraska	0.31%	1.1%
31163	Sherman County, Nebraska	-0.35%	5.6%
31167	Stanton County, Nebraska	-0.90%	4.4%
31171	Thomas County, Nebraska	-0.33%	0.0%
31179	Wayne County, Nebraska	-0.46%	3.5%
31181	Webster County, Nebraska	-1.16%	0.8%
31183	Wheeler County, Nebraska	-1.90%	0.0%
32005	Douglas County, Nevada	0.51%	3.3%
32015	Lander County, Nevada	-0.14%	0.0%
32019	Lyon County, Nevada	0.95%	4.6%
32027	Pershing County, Nevada	-0.68%	5.8%
32029	Storey County, Nevada	0.62%	0.0%
32033	White Pine County, Nevada	-0.56%	4.9%
33001	Belknap County, New Hampshire	0.12%	5.6%
33003	Carroll County, New Hampshire	-0.27%	3.3%
33005	Cheshire County, New Hampshire	-0.37%	3.0%
33007	Coos County, New Hampshire	-0.82%	5.1%
33009	Grafton County, New Hampshire	0.02%	5.0%
33013	Merrimack County, New Hampshire	0.23%	4.8%
33015	Rockingham County, New Hampshire	0.44%	3.7%
33017	Strafford County, New Hampshire	0.59%	5.6%
34003	Bergen County, New Jersey	0.67%	4.0%
34007	Camden County, New Jersey	-0.13%	4.1%
34023	Middlesex County, New Jersey	0.65%	4.8%
34025	Monmouth County, New Jersey	-0.02%	5.7%
34027	Morris County, New Jersey	0.14%	5.8%
34029	Ocean County, New Jersey	0.46%	3.9%
34031	Passaic County, New Jersey	0.36%	5.6%

County FIPS Code	County Name	Average Annual Population Growth (2012-2015)	Rental Vacancy Rate (ACS 2010-2014)
01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
35023	Hidalgo County, New Mexico	-2.59%	3.7%
35029	Luna County, New Mexico	-0.64%	4.9%
35035	Otero County, New Mexico	-0.83%	3.1%
35043	Sandoval County, New Mexico	0.97%	4.8%
36NYC	New York City (5 Counties), New York	0.73%	3.7%
36001	Albany County, New York	0.32%	5.9%
36003	Allegany County, New York	-0.55%	4.3%
36009	Cattaraugus County, New York	-0.62%	5.2%
36011	Cayuga County, New York	-0.57%	4.7%
36015	Chemung County, New York	-0.83%	4.6%
36017	Chenango County, New York	-0.69%	5.7%
36019	Clinton County, New York	-0.25%	5.5%
36023	Cortland County, New York	-0.47%	4.1%
36029	Erie County, New York	0.08%	5.1%
36033	Franklin County, New York	-0.73%	5.0%
36037	Genesee County, New York	-0.52%	3.1%
36043	Herkimer County, New York	-0.76%	3.9%
36045	Jefferson County, New York	-0.87%	4.2%
36049	Lewis County, New York	-0.36%	5.0%
36053	Madison County, New York	-0.30%	5.3%
36057	Montgomery County, New York	-0.12%	4.7%
36059	Nassau County, New York	0.26%	4.6%
36065	Oneida County, New York	-0.21%	5.5%
36069	Ontario County, New York	0.23%	4.0%
36071	Orange County, New York	0.32%	4.9%
36073	Orleans County, New York	-0.70%	2.7%
36079	Putnam County, New York	-0.20%	4.5%
36083	Rensselaer County, New York	0.13%	3.6%
36087	Rockland County, New York	0.86%	5.8%
36089	St. Lawrence County, New York	-0.47%	3.3%
36091	Saratoga County, New York	0.55%	4.2%

County FIPS Code	County Name	Average Annual Population Growth (2012-2015)	Rental Vacancy Rate (ACS 2010-2014)
01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
36095	Schoharie County, New York	-0.78%	4.5%
36097	Schuyler County, New York	-0.70%	5.9%
36101	Steuben County, New York	-0.49%	3.8%
36103	Suffolk County, New York	0.04%	4.6%
36107	Tioga County, New York	-0.62%	2.7%
36109	Tompkins County, New York	0.58%	1.9%
36115	Washington County, New York	-0.43%	3.2%
36121	Wyoming County, New York	-0.58%	3.0%
36123	Yates County, New York	-0.27%	4.2%
37007	Anson County, North Carolina	-0.71%	5.5%
37021	Buncombe County, North Carolina	1.20%	3.9%
37037	Chatham County, North Carolina	2.55%	4.4%
37063	Durham County, North Carolina	2.12%	6.3%
37069	Franklin County, North Carolina	1.14%	4.3%
37073	Gates County, North Carolina	-1.36%	3.8%
37077	Granville County, North Carolina	0.51%	5.7%
37079	Greene County, North Carolina	-0.39%	4.5%
37089	Henderson County, North Carolina	1.39%	5.0%
37103	Jones County, North Carolina	-0.86%	2.7%
37109	Lincoln County, North Carolina	0.87%	5.4%
37115	Madison County, North Carolina	0.42%	3.1%
37119	Mecklenburg County, North Carolina	2.21%	6.1%
37165	Scotland County, North Carolina	-0.58%	4.9%
37177	Tyrrell County, North Carolina	-0.54%	1.6%
37179	Union County, North Carolina	2.25%	5.4%
37183	Wake County, North Carolina	2.45%	7.0%
37185	Warren County, North Carolina	-0.70%	0.4%
37195	Wilson County, North Carolina	-0.02%	4.4%
37199	Yancey County, North Carolina	-0.05%	4.3%
38005	Benson County, North Dakota	-0.06%	5.2%
38007	Billings County, North Dakota	0.71%	4.0%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
38013	Burke County, North Dakota	2.27%	3.2%
38015	Burleigh County, North Dakota	2.71%	3.0%
38017	Cass County, North Dakota	2.88%	4.6%
38021	Dickey County, North Dakota	-0.93%	3.9%
38023	Divide County, North Dakota	3.15%	0.0%
38025	Dunn County, North Dakota	5.30%	6.8%
38031	Foster County, North Dakota	-0.35%	4.8%
38033	Golden Valley County, North Dakota	0.77%	0.9%
38035	Grand Forks County, North Dakota	1.56%	6.9%
38037	Grant County, North Dakota	0.73%	4.1%
38039	Griggs County, North Dakota	-0.57%	0.0%
38045	LaMoure County, North Dakota	0.23%	3.5%
38053	McKenzie County, North Dakota	17.20%	4.5%
38055	McLean County, North Dakota	1.31%	3.0%
38059	Morton County, North Dakota	2.63%	0.4%
38061	Mountrail County, North Dakota	5.73%	6.4%
38069	Pierce County, North Dakota	-1.10%	0.0%
38073	Ransom County, North Dakota	-0.16%	3.2%
38083	Sheridan County, North Dakota	0.98%	0.0%
38085	Sioux County, North Dakota	0.13%	2.0%
38087	Slope County, North Dakota	0.22%	0.0%
38089	Stark County, North Dakota	6.09%	8.1%
38093	Stutsman County, North Dakota	0.20%	5.3%
38101	Ward County, North Dakota	2.84%	7.3%
38105	Williams County, North Dakota	9.74%	5.7%
39005	Ashland County, Ohio	-0.02%	4.0%
39011	Auglaize County, Ohio	0.00%	5.1%
39013	Belmont County, Ohio	-0.23%	5.7%
39019	Carroll County, Ohio	-0.91%	2.2%
39029	Columbiana County, Ohio	-0.51%	5.3%
39033	Crawford County, Ohio	-0.41%	3.5%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
39041	Delaware County, Ohio	2.14%	5.3%
39045	Fairfield County, Ohio	0.88%	5.6%
39047	Fayette County, Ohio	-0.18%	4.5%
39051	Fulton County, Ohio	0.06%	4.7%
39055	Geauga County, Ohio	0.09%	5.1%
39057	Greene County, Ohio	0.01%	5.7%
39067	Harrison County, Ohio	-0.55%	2.1%
39069	Henry County, Ohio	-0.31%	4.0%
39071	Highland County, Ohio	0.00%	4.8%
39079	Jackson County, Ohio	-0.31%	4.2%
39081	Jefferson County, Ohio	-0.49%	3.9%
39083	Knox County, Ohio	0.14%	2.6%
39089	Licking County, Ohio	0.56%	4.4%
39093	Lorain County, Ohio	0.38%	5.5%
39097	Madison County, Ohio	0.88%	4.5%
39101	Marion County, Ohio	-0.45%	5.4%
39103	Medina County, Ohio	0.52%	4.8%
39105	Meigs County, Ohio	-0.49%	1.8%
39117	Morrow County, Ohio	0.10%	1.2%
39121	Noble County, Ohio	-0.58%	3.2%
39123	Ottawa County, Ohio	-0.37%	5.3%
39129	Pickaway County, Ohio	0.38%	3.4%
39131	Pike County, Ohio	-0.32%	5.4%
39133	Portage County, Ohio	0.16%	5.2%
39137	Putnam County, Ohio	-0.14%	5.7%
39139	Richland County, Ohio	-0.24%	5.5%
39141	Ross County, Ohio	-0.12%	5.1%
39145	Scioto County, Ohio	-0.76%	4.9%
39149	Shelby County, Ohio	-0.15%	5.3%
39159	Union County, Ohio	0.90%	3.8%
39165	Warren County, Ohio	1.02%	4.7%
39169	Wayne County, Ohio	0.29%	3.8%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
39171	Williams County, Ohio	-0.38%	2.6%
39173	Wood County, Ohio	0.28%	5.1%
39175	Wyandot County, Ohio	-0.53%	2.7%
40003	Alfalfa County, Oklahoma	1.30%	5.9%
40017	Canadian County, Oklahoma	2.86%	4.7%
40033	Cotton County, Oklahoma	-0.81%	4.6%
40039	Custer County, Oklahoma	1.41%	3.9%
40043	Dewey County, Oklahoma	1.45%	2.9%
40051	Grady County, Oklahoma	0.99%	5.0%
40055	Greer County, Oklahoma	0.07%	3.5%
40057	Harmon County, Oklahoma	-1.42%	5.7%
40065	Jackson County, Oklahoma	-0.86%	5.6%
40075	Kiowa County, Oklahoma	-0.71%	1.3%
40077	Latimer County, Oklahoma	-1.42%	5.2%
40087	McClain County, Oklahoma	2.27%	6.9%
40093	Major County, Oklahoma	0.44%	0.6%
40105	Nowata County, Oklahoma	-0.15%	4.6%
40107	Okfuskee County, Oklahoma	-0.31%	4.6%
40119	Payne County, Oklahoma	0.98%	5.8%
40129	Roger Mills County, Oklahoma	0.06%	0.0%
40139	Texas County, Oklahoma	0.00%	3.0%
40147	Washington County, Oklahoma	0.19%	4.4%
40149	Washita County, Oklahoma	0.02%	5.4%
41001	Baker County, Oregon	0.04%	3.8%
41005	Clackamas County, Oregon	1.55%	4.1%
41009	Columbia County, Oregon	0.25%	4.7%
41013	Crook County, Oregon	1.56%	2.7%
41027	Hood River County, Oregon	0.76%	5.0%
41029	Jackson County, Oregon	1.00%	4.7%
41031	Jefferson County, Oregon	1.33%	6.9%
41039	Lane County, Oregon	0.77%	3.6%
41047	Marion County, Oregon	1.11%	4.5%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
41051	Multnomah County, Oregon	1.35%	2.8%
41053	Polk County, Oregon	1.34%	2.6%
41055	Sherman County, Oregon	-1.01%	4.8%
41059	Umatilla County, Oregon	-0.18%	3.4%
41067	Washington County, Oregon	1.58%	4.0%
42001	Adams County, Pennsylvania	0.24%	4.4%
42003	Allegheny County, Pennsylvania	-0.01%	4.7%
42007	Beaver County, Pennsylvania	-0.27%	5.9%
42009	Bedford County, Pennsylvania	-0.54%	5.5%
42013	Blair County, Pennsylvania	-0.37%	5.3%
42019	Butler County, Pennsylvania	0.31%	4.0%
42021	Cambria County, Pennsylvania	-1.22%	4.7%
42025	Carbon County, Pennsylvania	-0.51%	3.3%
42027	Centre County, Pennsylvania	1.00%	1.8%
42029	Chester County, Pennsylvania	0.62%	5.2%
42033	Clearfield County, Pennsylvania	-0.21%	5.2%
42035	Clinton County, Pennsylvania	-0.26%	5.2%
42037	Columbia County, Pennsylvania	-0.12%	2.0%
42041	Cumberland County, Pennsylvania	0.99%	4.3%
42055	Franklin County, Pennsylvania	0.44%	5.3%
42057	Fulton County, Pennsylvania	-0.30%	4.8%
42063	Indiana County, Pennsylvania	-0.48%	5.6%
42067	Juniata County, Pennsylvania	-0.23%	3.0%
42069	Lackawanna County, Pennsylvania	-0.40%	4.2%
42071	Lancaster County, Pennsylvania	0.61%	4.4%
42075	Lebanon County, Pennsylvania	0.38%	3.0%
42079	Luzerne County, Pennsylvania	-0.32%	4.4%
42081	Lycoming County, Pennsylvania	-0.36%	4.5%
42083	McKean County, Pennsylvania	-0.65%	3.7%
42087	Mifflin County, Pennsylvania	-0.24%	5.0%
42093	Montour County, Pennsylvania	0.12%	1.9%
42095	Northampton County, Pennsylvania	0.17%	5.2%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
42097	Northumberland County, Pennsylvania	-0.45%	5.1%
42103	Pike County, Pennsylvania	-0.50%	4.3%
42109	Snyder County, Pennsylvania	0.54%	5.7%
42111	Somerset County, Pennsylvania	-0.73%	3.5%
42115	Susquehanna County, Pennsylvania	-0.88%	4.4%
42119	Union County, Pennsylvania	-0.13%	4.8%
42121	Venango County, Pennsylvania	-0.70%	5.0%
42125	Washington County, Pennsylvania	-0.03%	5.8%
42129	Westmoreland County, Pennsylvania	-0.49%	5.4%
42131	Wyoming County, Pennsylvania	-0.66%	0.7%
42133	York County, Pennsylvania	0.38%	4.5%
44003	Kent County, Rhode Island	-0.01%	5.4%
44005	Newport County, Rhode Island	-0.20%	3.5%
44009	Washington County, Rhode Island	0.09%	2.9%
45001	Abbeville County, South Carolina	-0.16%	4.3%
45005	Allendale County, South Carolina	-1.91%	4.7%
45017	Calhoun County, South Carolina	-0.31%	2.4%
45027	Clarendon County, South Carolina	-0.47%	4.4%
45037	Edgefield County, South Carolina	0.22%	5.7%
45039	Fairfield County, South Carolina	-0.76%	3.9%
45055	Kershaw County, South Carolina	0.72%	3.3%
45059	Laurens County, South Carolina	0.19%	5.0%
45061	Lee County, South Carolina	-1.41%	2.7%
45063	Lexington County, South Carolina	1.43%	7.3%
45065	McCormick County, South Carolina	-0.80%	5.3%
45067	Marion County, South Carolina	-0.66%	5.4%
45089	Williamsburg County, South Carolina	-1.09%	3.4%
45091	York County, South Carolina	2.31%	5.6%
46009	Bon Homme County, South Dakota	-0.26%	5.2%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
46011	Brookings County, South Dakota	1.20%	5.6%
46013	Brown County, South Dakota	1.03%	6.7%
46017	Buffalo County, South Dakota	1.30%	5.0%
46019	Butte County, South Dakota	0.13%	4.1%
46021	Campbell County, South Dakota	0.33%	4.1%
46027	Clay County, South Dakota	-0.34%	3.4%
46029	Codington County, South Dakota	0.41%	1.7%
46031	Corson County, South Dakota	0.95%	2.9%
46033	Custer County, South Dakota	0.51%	3.8%
46035	Davison County, South Dakota	0.12%	0.5%
46037	Day County, South Dakota	-0.54%	3.3%
46045	Edmunds County, South Dakota	-0.22%	3.1%
46049	Faulk County, South Dakota	-0.49%	3.1%
46059	Hand County, South Dakota	-0.39%	5.9%
46061	Hanson County, South Dakota	0.04%	0.0%
46063	Harding County, South Dakota	-1.26%	3.4%
46065	Hughes County, South Dakota	0.23%	4.4%
46069	Hyde County, South Dakota	-0.80%	0.0%
46071	Jackson County, South Dakota	1.50%	2.7%
46073	Jerauld County, South Dakota	-0.65%	3.9%
46075	Jones County, South Dakota	-2.85%	0.0%
46077	Kingsbury County, South Dakota	-1.54%	3.7%
46079	Lake County, South Dakota	2.19%	0.5%
46083	Lincoln County, South Dakota	3.02%	4.8%
46085	Lyman County, South Dakota	0.86%	5.3%
46091	Marshall County, South Dakota	0.76%	5.5%
46097	Miner County, South Dakota	-1.18%	5.8%
46099	Minnehaha County, South Dakota	1.82%	6.1%
46101	Moody County, South Dakota	-0.11%	2.6%
46103	Pennington County, South Dakota	1.30%	4.8%
46105	Perkins County, South Dakota	-0.12%	3.9%
46107	Potter County, South Dakota	-0.47%	3.2%

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01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
46111	Sanborn County, South Dakota	0.44%	5.1%
46115	Spink County, South Dakota	-0.65%	4.2%
46123	Tripp County, South Dakota	-0.30%	3.2%
46129	Walworth County, South Dakota	-0.10%	5.0%
46137	Ziebach County, South Dakota	-0.81%	3.4%
47005	Benton County, Tennessee	-0.47%	4.1%
47015	Cannon County, Tennessee	-0.02%	3.5%
47019	Carter County, Tennessee	-0.50%	5.5%
47021	Cheatham County, Tennessee	0.41%	5.0%
47025	Claiborne County, Tennessee	-0.01%	4.0%
47031	Coffee County, Tennessee	0.72%	3.6%
47033	Crockett County, Tennessee	-0.02%	2.6%
47035	Cumberland County, Tennessee	0.69%	5.6%
47037	Davidson County, Tennessee	1.50%	6.4%
47045	Dyer County, Tennessee	-0.30%	5.0%
47047	Fayette County, Tennessee	0.47%	3.8%
47057	Grainger County, Tennessee	0.31%	5.2%
47059	Greene County, Tennessee	-0.03%	5.4%
47067	Hancock County, Tennessee	-0.52%	4.8%
47073	Hawkins County, Tennessee	-0.06%	5.3%
47085	Humphreys County, Tennessee	-0.30%	4.2%
47089	Jefferson County, Tennessee	0.60%	3.5%
47091	Johnson County, Tennessee	-0.54%	1.1%
47093	Knox County, Tennessee	0.77%	5.4%
47099	Lawrence County, Tennessee	0.32%	3.0%
47103	Lincoln County, Tennessee	0.30%	3.6%
47105	Loudon County, Tennessee	0.90%	4.7%
47109	McNairy County, Tennessee	-0.13%	5.1%
47119	Maury County, Tennessee	2.29%	5.3%
47121	Meigs County, Tennessee	0.42%	4.0%
47147	Robertson County, Tennessee	0.93%	4.2%
47153	Sequatchie County, Tennessee	0.89%	3.8%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
47165	Sumner County, Tennessee	1.93%	6.7%
47171	Unicoi County, Tennessee	-0.69%	4.4%
47183	Weakley County, Tennessee	-0.79%	4.4%
47185	White County, Tennessee	0.55%	4.4%
47187	Williamson County, Tennessee	3.12%	2.8%
48001	Anderson County, Texas	-0.25%	5.8%
48003	Andrews County, Texas	3.94%	0.0%
48009	Archer County, Texas	-0.25%	3.3%
48013	Atascosa County, Texas	1.40%	5.3%
48015	Austin County, Texas	1.16%	3.5%
48017	Bailey County, Texas	0.37%	0.0%
48023	Baylor County, Texas	0.02%	5.7%
48031	Blanco County, Texas	1.19%	6.5%
48033	Borden County, Texas	1.89%	0.0%
48035	Bosque County, Texas	-0.41%	5.4%
48047	Brooks County, Texas	0.21%	5.2%
48053	Burnet County, Texas	1.42%	5.1%
48055	Caldwell County, Texas	1.54%	5.2%
48063	Camp County, Texas	0.59%	5.8%
48079	Cochran County, Texas	-0.73%	5.5%
48081	Coke County, Texas	0.18%	4.2%
48091	Comal County, Texas	3.94%	7.0%
48093	Comanche County, Texas	-0.73%	0.4%
48097	Cooke County, Texas	0.38%	4.4%
48101	Cottle County, Texas	-1.34%	4.3%
48103	Crane County, Texas	3.42%	0.0%
48105	Crockett County, Texas	0.00%	0.0%
48109	Culberson County, Texas	-1.04%	4.5%
48115	Dawson County, Texas	-0.29%	1.9%
48121	Denton County, Texas	3.29%	6.3%
48131	Duval County, Texas	-0.56%	4.9%
48135	Ector County, Texas	3.32%	5.2%

County FIPS Code	County Name	Average Annual Population Growth (2012-2015)	Rental Vacancy Rate (ACS 2010-2014)
01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
48139	Ellis County, Texas	2.09%	6.1%
48143	Erath County, Texas	1.38%	4.4%
48151	Fisher County, Texas	-0.09%	3.6%
48153	Floyd County, Texas	-2.48%	5.2%
48157	Fort Bend County, Texas	4.54%	7.3%
48169	Garza County, Texas	-0.21%	5.3%
48171	Gillespie County, Texas	1.06%	7.0%
48173	Glasscock County, Texas	1.51%	0.0%
48195	Hansford County, Texas	0.52%	3.9%
48197	Hardeman County, Texas	-1.80%	0.0%
48205	Hartley County, Texas	0.22%	0.0%
48209	Hays County, Texas	4.93%	5.6%
48211	Hemphill County, Texas	1.57%	5.8%
48215	Hidalgo County, Texas	1.41%	6.1%
48221	Hood County, Texas	2.05%	6.2%
48223	Hopkins County, Texas	0.77%	5.2%
48227	Howard County, Texas	1.56%	4.8%
48229	Hudspeth County, Texas	0.48%	2.7%
48235	Irion County, Texas	-0.41%	0.0%
48237	Jack County, Texas	-0.48%	1.2%
48243	Jeff Davis County, Texas	-2.14%	3.1%
48249	Jim Wells County, Texas	-0.22%	3.5%
48251	Johnson County, Texas	1.41%	6.0%
48257	Kaufman County, Texas	2.45%	6.5%
48259	Kendall County, Texas	4.16%	5.3%
48261	Kenedy County, Texas	-2.63%	0.0%
48269	King County, Texas	1.57%	0.0%
48273	Kleberg County, Texas	-0.28%	1.6%
48285	Lavaca County, Texas	0.66%	3.7%
48293	Limestone County, Texas	-0.43%	1.4%
48301	Loving County, Texas	13.45%	0.0%
48303	Lubbock County, Texas	1.53%	7.2%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
48305	Lynn County, Texas	-0.28%	4.6%
48315	Marion County, Texas	-0.48%	4.3%
48317	Martin County, Texas	4.16%	8.9%
48319	Mason County, Texas	-0.12%	2.6%
48323	Maverick County, Texas	1.09%	6.2%
48325	Medina County, Texas	1.12%	6.4%
48327	Menard County, Texas	-0.91%	3.7%
48329	Midland County, Texas	3.05%	7.2%
48333	Mills County, Texas	0.45%	5.2%
48339	Montgomery County, Texas	3.49%	8.7%
48341	Moore County, Texas	-0.29%	4.9%
48349	Navarro County, Texas	0.16%	3.7%
48351	Newton County, Texas	-0.79%	5.8%
48355	Nueces County, Texas	1.12%	6.4%
48357	Ochiltree County, Texas	0.43%	0.0%
48359	Oldham County, Texas	0.37%	0.0%
48367	Parker County, Texas	1.72%	3.2%
48369	Parmer County, Texas	-1.34%	3.6%
48371	Pecos County, Texas	1.30%	4.3%
48381	Randall County, Texas	1.41%	5.9%
48389	Reeves County, Texas	1.93%	3.7%
48391	Refugio County, Texas	0.24%	3.3%
48393	Roberts County, Texas	-1.23%	0.0%
48397	Rockwall County, Texas	3.09%	2.1%
48401	Rusk County, Texas	-0.48%	4.4%
48407	San Jacinto County, Texas	0.51%	5.3%
48413	Schleicher County, Texas	-0.41%	0.0%
48419	Shelby County, Texas	-0.81%	3.9%
48423	Smith County, Texas	1.20%	6.7%
48425	Somervell County, Texas	0.59%	2.3%
48431	Sterling County, Texas	4.45%	8.7%
48435	Sutton County, Texas	-0.14%	2.9%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
48437	Swisher County, Texas	-1.48%	4.9%
48443	Terrell County, Texas	-2.84%	0.0%
48451	Tom Green County, Texas	1.34%	4.8%
48453	Travis County, Texas	2.37%	5.0%
48455	Trinity County, Texas	0.20%	5.8%
48461	Upton County, Texas	3.86%	2.1%
48469	Victoria County, Texas	1.14%	5.8%
48471	Walker County, Texas	1.06%	7.3%
48473	Waller County, Texas	3.15%	8.8%
48475	Ward County, Texas	2.57%	3.0%
48479	Webb County, Texas	1.23%	5.0%
48487	Wilbarger County, Texas	-0.57%	5.6%
48491	Williamson County, Texas	3.67%	6.2%
48493	Wilson County, Texas	2.25%	2.2%
48503	Young County, Texas	-0.05%	5.2%
48507	Zavala County, Texas	0.81%	0.7%
49005	Cache County, Utah	1.37%	3.7%
49011	Davis County, Utah	2.05%	4.1%
49013	Duchesne County, Utah	3.05%	5.0%
49029	Morgan County, Utah	4.08%	4.1%
49035	Salt Lake County, Utah	1.32%	5.3%
49047	Uintah County, Utah	3.02%	6.4%
49049	Utah County, Utah	2.12%	2.9%
49051	Wasatch County, Utah	4.75%	4.7%
49053	Washington County, Utah	2.48%	6.0%
50001	Addison County, Vermont	0.17%	3.9%
50003	Bennington County, Vermont	-0.33%	3.7%
50005	Caledonia County, Vermont	-0.33%	5.7%
50007	Chittenden County, Vermont	0.55%	2.5%
50009	Essex County, Vermont	-0.32%	5.8%
50011	Franklin County, Vermont	0.38%	5.8%
50015	Lamoille County, Vermont	0.38%	2.4%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
50017	Orange County, Vermont	-0.06%	5.3%
50023	Washington County, Vermont	-0.42%	2.6%
50025	Windham County, Vermont	-0.47%	3.8%
51001	Accomack County, Virginia	-0.34%	2.7%
51007	Amelia County, Virginia	0.43%	0.0%
51009	Amherst County, Virginia	-0.55%	1.8%
51011	Appomattox County, Virginia	0.61%	3.5%
51013	Arlington County, Virginia	1.11%	5.8%
51021	Bland County, Virginia	-0.69%	0.0%
51029	Buckingham County, Virginia	-0.03%	2.6%
51031	Campbell County, Virginia	0.12%	4.4%
51033	Caroline County, Virginia	1.14%	5.9%
51037	Charlotte County, Virginia	-0.53%	2.7%
51047	Culpeper County, Virginia	1.14%	3.0%
51049	Cumberland County, Virginia	-0.49%	0.0%
51059	Fairfax County, Virginia	0.62%	3.4%
51061	Fauquier County, Virginia	1.04%	6.8%
51065	Fluvanna County, Virginia	0.41%	2.6%
51069	Frederick County, Virginia	1.22%	3.3%
51075	Goochland County, Virginia	1.39%	0.7%
51077	Grayson County, Virginia	1.72%	6.8%
51083	Halifax County, Virginia	-0.62%	1.5%
51085	Hanover County, Virginia	0.92%	2.9%
51091	Highland County, Virginia	-0.56%	4.9%
51101	King William County, Virginia	0.61%	0.0%
51107	Loudoun County, Virginia	3.54%	3.2%
51111	Lunenburg County, Virginia	-0.85%	1.3%
51113	Madison County, Virginia	-0.10%	4.8%
51117	Mecklenburg County, Virginia	-0.69%	1.5%
51119	Middlesex County, Virginia	-0.62%	5.8%
51121	Montgomery County, Virginia	0.68%	3.8%
51127	New Kent County, Virginia	2.12%	1.8%

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01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
51131	Northampton County, Virginia	-0.15%	0.9%
51135	Nottoway County, Virginia	-0.21%	5.0%
51143	Pittsylvania County, Virginia	-0.46%	5.0%
51145	Powhatan County, Virginia	-0.14%	0.0%
51147	Prince Edward County, Virginia	-0.32%	2.5%
51153	Prince William County, Virginia	1.61%	4.1%
51155	Pulaski County, Virginia	-0.40%	3.8%
51157	Rappahannock County, Virginia	-0.32%	0.0%
51161	Roanoke County, Virginia	0.49%	5.3%
51177	Spotsylvania County, Virginia	1.12%	5.2%
51179	Stafford County, Virginia	1.85%	6.2%
51191	Washington County, Virginia	-0.28%	3.7%
51197	Wythe County, Virginia	-0.20%	5.7%
51510	Alexandria city, Virginia	1.40%	4.2%
51540	Charlottesville city, Virginia	1.56%	6.6%
51550	Chesapeake city, Virginia	1.04%	6.0%
51580	Covington city, Virginia	-0.58%	5.1%
51595	Emporia city, Virginia	-1.75%	2.1%
51600	Fairfax city, Virginia	1.29%	4.6%
51620	Franklin city, Virginia	0.22%	2.5%
51660	Harrisonburg city, Virginia	0.93%	3.9%
51678	Lexington city, Virginia	1.46%	4.6%
51683	Manassas city, Virginia	1.17%	5.9%
51685	Manassas Park city, Virginia	0.55%	3.3%
51735	Poquoson city, Virginia	-0.18%	0.0%
51770	Roanoke city, Virginia	0.61%	5.1%
51775	Salem city, Virginia	0.56%	4.8%
51800	Suffolk city, Virginia	1.13%	6.1%
51810	Virginia Beach city, Virginia	0.52%	5.4%
51830	Williamsburg city, Virginia	0.77%	3.9%
53001	Adams County, Washington	0.51%	1.1%
53003	Asotin County, Washington	0.35%	1.0%

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01007	Bibb County, Alabama	-0.09%	0.5%
01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
53005	Benton County, Washington	1.40%	6.6%
53011	Clark County, Washington	1.67%	4.0%
53015	Cowlitz County, Washington	0.53%	5.1%
53017	Douglas County, Washington	1.00%	5.6%
53021	Franklin County, Washington	1.14%	1.6%
53029	Island County, Washington	0.57%	5.6%
53033	King County, Washington	1.76%	3.9%
53049	Pacific County, Washington	0.49%	5.9%
53051	Pend Oreille County, Washington	0.27%	5.7%
53053	Pierce County, Washington	1.30%	5.9%
53057	Skagit County, Washington	1.07%	5.3%
53061	Snohomish County, Washington	1.77%	4.8%
53063	Spokane County, Washington	1.04%	5.9%
53065	Stevens County, Washington	0.17%	5.2%
53067	Thurston County, Washington	1.36%	5.4%
53069	Wahkiakum County, Washington	0.42%	2.9%
53071	Walla Walla County, Washington	0.50%	5.3%
53073	Whatcom County, Washington	1.18%	4.6%
53077	Yakima County, Washington	0.27%	4.2%
54001	Barbour County, West Virginia	-0.31%	5.4%
54015	Clay County, West Virginia	-1.28%	4.7%
54021	Gilmer County, West Virginia	-0.98%	2.6%
54027	Hampshire County, West Virginia	-0.46%	2.7%
54037	Jefferson County, West Virginia	1.17%	6.5%
54041	Lewis County, West Virginia	0.02%	5.5%
54043	Lincoln County, West Virginia	-0.35%	3.5%
54061	Monongalia County, West Virginia	1.21%	5.3%
54071	Pendleton County, West Virginia	-1.28%	3.1%
54077	Preston County, West Virginia	0.05%	5.2%
54079	Putnam County, West Virginia	0.17%	5.7%
54089	Summers County, West Virginia	-1.30%	3.3%
54091	Taylor County, West Virginia	-0.16%	0.0%

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01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
54095	Tyler County, West Virginia	-0.20%	5.3%
54097	Upshur County, West Virginia	0.37%	5.5%
54101	Webster County, West Virginia	-1.00%	0.7%
54105	Wirt County, West Virginia	0.37%	3.4%
55009	Brown County, Wisconsin	0.74%	5.6%
55013	Burnett County, Wisconsin	-0.44%	3.9%
55017	Chippewa County, Wisconsin	0.27%	4.0%
55025	Dane County, Wisconsin	1.31%	3.2%
55033	Dunn County, Wisconsin	0.43%	4.5%
55035	Eau Claire County, Wisconsin	0.40%	3.2%
55037	Florence County, Wisconsin	-0.01%	3.0%
55039	Fond du Lac County, Wisconsin	0.04%	5.7%
55045	Green County, Wisconsin	0.27%	3.7%
55047	Green Lake County, Wisconsin	-0.38%	5.3%
55053	Jackson County, Wisconsin	0.16%	5.6%
55055	Jefferson County, Wisconsin	0.07%	5.7%
55063	La Crosse County, Wisconsin	0.42%	3.9%
55065	Lafayette County, Wisconsin	-0.04%	4.8%
55067	Langlade County, Wisconsin	-0.86%	1.9%
55069	Lincoln County, Wisconsin	-0.59%	4.6%
55073	Marathon County, Wisconsin	0.31%	5.4%
55075	Marinette County, Wisconsin	-0.46%	2.5%
55078	Menominee County, Wisconsin	1.48%	0.0%
55079	Milwaukee County, Wisconsin	0.09%	3.8%
55081	Monroe County, Wisconsin	0.33%	4.1%
55083	Oconto County, Wisconsin	-0.01%	4.2%
55087	Outagamie County, Wisconsin	0.80%	4.4%
55089	Ozaukee County, Wisconsin	0.30%	3.7%
55093	Pierce County, Wisconsin	0.19%	5.0%
55095	Polk County, Wisconsin	-0.08%	5.7%
55097	Portage County, Wisconsin	-0.04%	5.4%
55103	Richland County, Wisconsin	-0.57%	5.2%

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01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
55105	Rock County, Wisconsin	0.24%	4.8%
55107	Rusk County, Wisconsin	-0.44%	2.1%
55109	St. Croix County, Wisconsin	0.87%	4.5%
55113	Sawyer County, Wisconsin	-0.35%	4.0%
55115	Shawano County, Wisconsin	-0.25%	4.8%
55119	Taylor County, Wisconsin	-0.04%	5.0%
55121	Trempealeau County, Wisconsin	0.20%	5.7%
55127	Walworth County, Wisconsin	-0.08%	4.7%
55131	Washington County, Wisconsin	0.26%	5.1%
55133	Waukesha County, Wisconsin	0.32%	4.4%
55139	Winnebago County, Wisconsin	0.16%	5.8%
55141	Wood County, Wisconsin	-0.43%	5.0%
56011	Crook County, Wyoming	1.37%	4.1%
56015	Goshen County, Wyoming	-0.69%	2.8%
56017	Hot Springs County, Wyoming	-0.73%	3.7%
56021	Laramie County, Wyoming	0.78%	5.4%
56025	Natrona County, Wyoming	1.46%	5.7%
56031	Platte County, Wyoming	0.30%	1.2%
56033	Sheridan County, Wyoming	0.47%	5.2%
56043	Washakie County, Wyoming	-0.45%	4.5%
56045	Weston County, Wyoming	0.79%	3.7%
72001	Adjuntas Municipio, Puerto Rico	-0.94%	3.1%
72009	Aibonito Municipio, Puerto Rico	-1.57%	1.5%
72019	Barranquitas Municipio, Puerto Rico	-0.78%	4.2%
72023	Cabo Rojo Municipio, Puerto Rico	-0.59%	2.7%
72027	Camuy Municipio, Puerto Rico	-1.37%	2.1%
72029	Canóvanas Municipio, Puerto Rico	-0.48%	5.2%
72033	Cataño Municipio, Puerto Rico	-1.92%	4.2%
72035	Cayey Municipio, Puerto Rico	-1.23%	4.2%
72039	Ciales Municipio, Puerto Rico	-1.58%	2.9%
72043	Coamo Municipio, Puerto Rico	-0.50%	5.4%

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01011	Bullock County, Alabama	0.29%	2.7%
01013	Butler County, Alabama	-0.42%	4.2%
01015	Calhoun County, Alabama	-0.48%	4.1%
72054	Florida Municipio, Puerto Rico	-0.86%	4.2%
72061	Guaynabo Municipio, Puerto Rico	-1.59%	3.5%
72063	Gurabo Municipio, Puerto Rico	0.55%	4.3%
72065	Hatillo Municipio, Puerto Rico	-0.59%	5.1%
72067	Hormigueros Municipio, Puerto Rico	-1.07%	5.3%
72071	Isabela Municipio, Puerto Rico	-1.14%	5.8%
72075	Juana Díaz Municipio, Puerto Rico	-1.20%	4.1%
72079	Lajas Municipio, Puerto Rico	-1.59%	5.1%
72081	Lares Municipio, Puerto Rico	-2.31%	1.6%
72083	Las Marías Municipio, Puerto Rico	-2.25%	2.5%
72085	Las Piedras Municipio, Puerto Rico	-0.37%	5.5%
72087	Loíza Municipio, Puerto Rico	-2.06%	1.0%
72093	Maricao Municipio, Puerto Rico	-1.24%	2.1%
72101	Morovis Municipio, Puerto Rico	-0.64%	3.0%
72107	Orocovis Municipio, Puerto Rico	-1.37%	5.4%
72111	Peñuelas Municipio, Puerto Rico	-2.26%	4.5%
72115	Quebradillas Municipio, Puerto Rico	-1.17%	1.2%
72119	Río Grande Municipio, Puerto Rico	-1.24%	5.6%
72123	Salinas Municipio, Puerto Rico	-1.21%	4.2%
72133	Santa Isabel Municipio, Puerto Rico	-0.83%	2.3%
72135	Toa Alta Municipio, Puerto Rico	-0.14%	4.8%
72139	Trujillo Alto Municipio, Puerto Rico	-1.58%	5.7%
72145	Vega Baja Municipio, Puerto Rico	-1.79%	3.6%
72149	Villalba Municipio, Puerto Rico	-1.96%	2.5%
72151	Yabucoa Municipio, Puerto Rico	-1.63%	4.2%

Attachment B: Sample Format for Owner Identification of Households

Name of Owner: _____

Property Name: _____

Property Address: _____

County Name: _____

1. Below is a list of unassisted units occupied by at-risk households, accompanied by a calculation that demonstrates that each at-risk household has an annual income equal to or less than HUD's FY 2016 low income limit, **and** the household would (in the absence of this voucher assistance) have to pay more than 30 percent of their adjusted monthly income for rent.

	Unit Number	**Household Name**	**Size of the Household** (e.g., 4 person household)	**Household's Annual Income**	**HUD's FY 2016 Low income Limit for a Household this Size**	**Household's Adjusted Monthly Income**	**Applicable Monthly Rent of this Unit**	**Applicable Monthly Rent/ Adjusted Monthly Income [more than 30%]**
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

2. Below is a list of unassisted units occupied by households determined **not** to be at-risk, accompanied by a calculation that demonstrates that each household has an annual income greater than HUD's FY 2016 low income limit, **or** the household would not (in the absence of voucher assistance) have to pay more than 30 percent of their adjusted monthly income for rent.

	Unit Number	**Household Name**	**Size of the Household** (e.g., 4 person household)	Household's **Annual Income**	HUD's FY **2016 Low income Limit for a Household this Size**	Household's **Adjusted Monthly Income**	**Applicable Monthly Rent of this Unit**	**Applicable Monthly Rent/ Adjusted Monthly Income [not more than 30%]**
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

10. Below is a list of unassisted units occupied by households that did not provide me with income information.

	Unit Number	**Household Name**
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Attachment C: Owner's Checklist for Determining At-Risk Households

The process to identify at-risk households is described in steps 1 - 5 below. Owners that have verified resident incomes within 12 months of the submission of the request for assistance under this Notice {Insert Notice #} can skip steps 2 and 3 below.

Step 1: **Notification of residents.**

The Owner must…

- ☐ Notify (in writing) all current residents of unassisted units at the property that he/she will be applying for assistance under this Notice.
- ☐ Notify (in writing) all those who also resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration, if such event occurred before the owner submits the request for assistance.
- ☐ Provide notification prior to applying for assistance under this Notice.
- ☐ For those properties assisted with active project-based rental assistance contracts under Section 8 of the US Housing Act, and those properties with FHA-insured or Direct loans, in accordance with 24 CFR Part 245, the owner must also notify legitimate tenant organizations at the property.

The Owner's Notice must state that…

- ☐ The Owner will be identifying at-risk households according to the residents' income.
- ☐ If any resident contests the income determination made by the owner (and if the owner's request for assistance is selected for funding), such resident will have the opportunity to have their income calculated for eligibility purposes by the administering PHA.
- ☐ The owner's application for assistance is not a guarantee that the property and residents will receive assistance under this Notice.

The Owner must ensure that any and all communications are…

- ☐ Provided in a manner that is effective for persons with hearing, visual, and other communications-related disabilities consistent with Section 504 of the Rehabilitation Act of 1973 (see 24 CFR § 8.6), and, as applicable, the Americans with Disabilities Act;
- ☐ Provided in a manner that is effective for persons who have limited English proficiency and should refer to HUD's published *Final Guidance to Federal Financial Assistance Recipients: Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons* (LEP Guidance) (72 FR 2732, published January 22, 2007) for assistance and information regarding LEP obligations.

Step 2: Request for income information.

The Owner must…

- ☐ Request income information from each resident of the affected property.
- ☐ Identify each resident who provided income information.
- ☐ Identify each resident who did not provide income information.
    - Residents are not required to share income information with the owner. If a resident chooses not to disclose income information, such resident will be identified in the owner's request for assistance as a "household that did not provide income information to the owner", and such household will not receive assistance through this Notice.
- ☐ Maintain documentation showing that each family was notified in writing that their failure to provide income information to the owner means the family will not have the opportunity to receive rental assistance through this Notice.

Step 3: Calculation of annual income.

This calculation is a streamlined version of the calculation that PHAs use to determine income eligibility for the voucher program.

The Owner determines annual income by…

- ☐ Adding all income to be received by each household in the next 12 months, excluding income from:
    - Live-in aides, foster children and foster adults;
    - Full-time students residing with their families and student financial assistance in excess of tuition and other required fees and charges;
    - Foster care or adoption assistance payments;
    - Supplemental Nutrition Assistance Program (SNAP; formerly known as Food Stamps);
    - Low Income Home Energy Assistance Program (LIHEAP); and
    - Earned Income Tax Credit refunds.

Step 4: Comparison to HUD's low income limits.

The Owner must…

- ☐ Compare the household's annual income with HUD's most current low income limits. For this comparison, owners must know the size of the household (e.g., 4 person household). Owners may find HUD's low income limits by visiting http://www.huduser.org/portal/datasets/il.html.
    - The Owner selects the state and county in which the property is located.
    - Relevant information is located in the row labeled "Low (80%) Income Limits."
        - If the household's annual income is greater than the low income limit found in this row, the household is ***not an at-risk household***.
            - For example, if the "Low (80%) Income Limits" row lists $60,000 as the limit for a 4 person household, and the annual income for the 4 person household in question is $60,001, then this household is not an at-risk household.
    - If the household's annual income is equal to or less than the low income limit, then the owner moves on to step 5 below.

Step 5. **Calculation of adjusted monthly income and rent burden.**

The Owner adjusts the annual income (AMI) by…

- ☐ Deducting $480 from the annual income for each dependent in the household;
- ☐ Deducting $400 from the annual income if the household's head, spouse, or sole member is a person with disabilities or is at least 62 years of age.
- ☐ Dividing this adjusted annual income by 12 to determine the household's adjusted monthly income.

The Owner determines rent burden by…

- ☐ Dividing the household's applicable monthly rent (see page 9 of the Notice for determination of applicable monthly rent) by the household's adjusted monthly income to determine whether the household qualifies as rent burdened **(Applicable Monthly Rent ÷ AMI)**
    - Families qualify as rent burdened if, in the absence of this voucher assistance, they would have to pay more than 30 percent of their adjusted monthly income for rent. For example, consider the following 2 different households:

Household A	**Household B**
AMI is $3,995 Applicable Monthly Rent is $1,200	AMI is $4,000 Applicable Monthly Rent is $1,200
The owner divides $1,200 by $3,995, which equals approximately 0.3004 (rounded to 31%) Household A has to pay more than 30 percent of its adjusted monthly income for rent.	The owner divides $1,200 by $4,000, which equals 0.30 (30%). Household B *does not have* to pay more than 30 percent of its adjusted monthly income for

rent.

This household is an at-risk household. This household is *not* an at-risk household.

Step 6: Owner Certification

- ☐ The owner must submit a statement certifying that the applicable monthly rents used in calculation of at-risk and not at-risk households are accurate according to the terms of this Notice.
- ☐ The owner's request for assistance must include a list of the households determined to be at-risk **and** not to be at-risk. Owner may use Attachment B.

Attachment D: Owner's Checklist for Requesting Enhanced Voucher or Project-Based Voucher Assistance

The owner must submit the following items as part of the request for Enhanced Voucher or Project-Based (PBV) assistance. Failure to submit accurate information may result in processing delays or denial of assistance.

The Owner must submit a request for assistance to the HUD Multifamily Hub/Program Center (PC) Director, with a copy to the HUD Project Manager.

The request must include the following information:

- ☐ The property name and address, including the name of the county in which the property is located

- ☐ The date of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration (Check applicable eligibility category)

  - ☐ Mortgage maturity or affordability restriction expiration date in FY 2016 or prior to FY 2016

  - ☐ For RAP contracts – contract expiration date before FY 2012

  - ☐ For Rent Supplement contracts – contract expiration date before FY 2000

- ☐ Copy of all affordability restriction documents, rental assistance contracts, and renewals, and mortgage note documents related to the expired mortgage, contract or affordability restriction; ***(underline or highlight those that apply)***

- ☐ Narrative statement explaining how the property meets the description of Category 1, Category 2, or Category 3, as defined in the Notice

- ☐ A statement identifying the type of assistance being requested:

  - ☐ Enhanced Vouchers
  - ☐ PBV assistance

- ☐ A statement certifying that the owner is in compliance with the civil rights threshold requirements set forth at section 3 ("Eligibility") of this Notice

- ☐ A statement certifying that the applicable monthly rents used in calculation of at-risk and not at-risk households are accurate according to the terms set forth at section 5 ("Identifying At-Risk Households") of this Notice

- ☐ A list of unassisted units (identified by unit number and household name) currently occupied by at-risk households

- ☐ A list of unassisted units (identified by unit number and household name) determined not to be at-risk

- ☐ Documentation (i.e., lease, rent roll, rental payment receipts, etc) for each household that demonstrates the household resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration

- ☐ List of at-risk households accompanied by a calculation that demonstrates that each at-risk household has an annual income equal to or less than HUD's most recently issued low income limit

- ☐ Calculation demonstrates that in the absence of voucher assistance, the household would have to pay more than 30 percent of their adjusted monthly income for rent.

- ☐ List of households determined not to be at-risk accompanied by a calculation that demonstrates that each household has an annual income greater than HUD's low income limit or the household would not (in the absence of voucher assistance) have to pay more than 30 percent of their adjusted monthly income for rent

  - ☐ Calculation for each list of households must include:

    - Size of the household
    - Household's annual income
    - The applicable HUD low income limit for a household this size
    - The household's adjusted monthly income
    - The applicable monthly rent of the unit (see section 5, step 5 for the different meanings of "applicable monthly rent")
    - The percentage of the household's adjusted monthly income spent on rent in the absence of this voucher assistance (applicable monthly rent ÷ adjusted monthly income)

- ☐ For properties where the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration happened ***before*** the owner submits the request for assistance:

  - ☐ Documentation (such as a lease, rent roll, or rental payment receipt) showing that the households determined to be at-risk resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration

  - ☐ Documentation (such as a lease, rent roll, or rental payment receipt) showing and the households determined ***not*** to be at-risk resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration; and

A list of unassisted units (identified by unit number and household name) currently occupied by households (that also resided at the property at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration) that did not provide income information to the owner.

Attachment E: Multifamily Verification of Owner's Request

Once the Multifamily Hub/PC Director has received the owner's complete request for assistance, (refer to Attachment D if submitted by the Owner) the Multifamily Hub/PC Director or designee will review the application(s) to verify eligibility under the categories identified in the Notice and that all supporting documentation is accurate.

Mark N/A in the box if not applicable.

☐ If the property had or has a Section 202 Direct Loan or a Section 236 or 221(d)(3)-(d)(5) Below Market Interest Rate (BMIR) primary mortgage that matured (or will mature) in FY 2016 or prior to FY 2016, ***this includes loans where the permission of the Secretary was a requirement prior to mortgage prepayment, as well as loans where permission of the Secretary was not a requirement prior to prepayment,*** verify…

- ☐ The mortgage maturity date (day, month, and year) by reviewing the actual mortgage note.
  - Verify that the mortgage was ***not*** prepaid prior to mortgage maturity; **and**
  - Verify that there are residents residing at the property that were residing at the property as of the date of mortgage maturity
- ☐ The number of households identified by the owner as at-risk households does not exceed the total number of unassisted units at the property.
- ☐ The households identified by the owner as at-risk households, and the households determined by the owner not to be at-risk, did reside at the property at the time of the mortgage maturity.

☐ If the owner's RAP contract expired prior to FY 2012, or Rent Supplement contract expired prior to FY 2000, verify...

- ☐ The contract reached its expiration date, and did not terminate prior to the expiration date due to the prepayment of the underlying mortgage at the property; and
- ☐ There are residents residing at the property that were residents of the property at the time of contract expiration;
- ☐ The number of households identified by the owner as at-risk households does not exceed the number of units on the original Rent Supplement or RAP contract
- ☐ The number of units on the original contract
- ☐ No more than the total number of unassisted units at the property or the number of units on the original Rent Supplement or RAP contract are identified as eligible at-risk households
- ☐ The households identified by the owner as at-risk households, and the households determined by the owner not to be at-risk, did reside at the property at the time of the rental assistance contract expiration.

- ☐ For RAP contracts, vouchers were not provided to residents prior to FY 2012

    - ☐ If yes, owners request for assistance does not meet the requirements. Multifamily HUB/PC Director, or designee notifies owner in writing of denial of request.

☐ If the property had an underlying HUD-imposed affordability restriction that expired (or will expire) in FY 2016 or prior to FY 2016, verify…

- ☐ There are residents residing at the property that were residents of the property at the time of the expiration of the HUD-imposed affordability restriction.
- ☐ The affordability restriction was a ***HUD-imposed*** agreement.
- ☐ Affordability restriction imposed by an Agency other than HUD? If yes, owners request for assistance does not meet the requirements. Multifamily HUB/PC Director, or designee notifies owner in writing of denial of request.

  (HUD-imposed agreement may include, but is not limited to, the Preservation programs under the Title II Emergency Low Income Housing Preservation Act (ELIHPA) and the Low-Income Housing Preservation and Resident Homeownership Act (LIHPRHA), Section 236(e)(2) Decoupling Use Agreement, Section 250 Prepayment Use Agreement, a Section 219 Prepayment Use Agreement, or an Interest Reduction Payments Agreement associated with a state non-insured 236 mortgage).
- ☐ The expiration of affordability restrictions (month, day and year) verified by review of actual affordability restriction document. (**Expiration must occur in FY2016 or prior to FY2016 in accordance with the Notice)**.
- ☐ The expiration in fact removes/removed affordability restrictions on unassisted units at the property by review of the specific provisions of the affordability restriction and mortgage note.
- ☐ The number of households identified by the owner as at-risk households does not exceed the total number of unassisted units at the property.
- ☐ The households identified by the owner as at-risk households, and the households determined by the owner not to be at-risk, did reside at the property at the time of the affordability restriction expiration.
- ☐ The property does not have an active Section 202 Direct Loan, or an active Section 221(d)(3)-(d)(5) or Section 236 FHA-insured or HUD-held mortgage
- ☐ The property is located in a low-vacancy area (low-vacancy areas are listed in Attachment A)

If the documentation submitted in the owner's request fails to demonstrate that every household (at-risk and not at-risk) resided at the property at the time of the mortgage maturity, rental assistance contract expiration, affordability restriction expiration, the Multifamily Hub/PC Director or designee must advise the owner to submit corrected documentation or remove these

households from the request if the owner wishes to be further considered for funding.

- ☐ Did the owner submit documentation (ex: rent rolls or copies of lease agreements) that demonstrates each household occupied units at the project at the time of the mortgage maturity, rental assistance contract expiration, or affordability restriction expiration?
  - ☐ *Yes*, send a copy of the owner's request for assistance to the PH Field Office Director along with all completed worksheets, checklists, and required documentation. Request made to the PH Field Office Director to identify and invite a PHA (that currently administers the HCV program and has jurisdiction over the area in which the property is located) to administer the voucher assistance.
  - ☐ *No, owner's* request for assistance does not meet the requirements. Multifamily Hub/PC Director or designee notifies owner in writing of denial of request.

Attachment F: Procedures for Processing Request—Office of Public Housing (Field)

The steps below outline the process the Public Housing Field Office Director follows after receiving the owner's verified request for EV or PBV assistance (refer to Attachment D & E) from the Multifamily Hub/PC Director or designee.

What if the invited PHA does not have a PBV program?

If the PHA does not have an established PBV program and wishes to accept administration of PBV assistance, the PHA must demonstrate to the PH Field Office Director the ability to comply with all regulatory and statutory requirements involved in establishing a PBV program within the timeframe necessary to provide assistance to eligible at-risk households. Acceptable documentation includes copies of, or certification from PHA concerning compliance with, PHA Plan requirements for the PBV program, site selection requirements, PBV administrative plan requirements, and compliance with 24 CFR 983.6 concerning maximum amount of PBV assistance.

Step 1: Multifamily Hub/PC Director submits request to the Public Housing (PH) Field Office Director

The Multifamily Hub/PC Director or designee will…

- ☐ Submit a copy of the owner's request for assistance to the Public Housing (PH) Field Office Director
- ☐ Submit all completed worksheets, checklists and required documentation to the PH Field Office Director.
- ☐ Request that the PH Field Office Director identify and invite a public housing authority (PHA) that currently administers the HCV program and has jurisdiction over the area in which the property is located to administer the voucher assistance.

Step 2: PH Field Office Director identifies and invites appropriate local PHA

The PH Field Office Director or designee must…

- ☐ Determine the appropriate PHA to administer the EVs, TPVs, and/or PBV assistance in accordance with established criteria for selection of PHA administration of tenant protection vouchers, including, but not limited to, jurisdiction, and PHA administrative capacity.
- ☐ Invite the PHA to administer assistance under this Notice in writing. (The PHA will have the opportunity to agree or decline to administer the enhanced vouchers or PBV assistance).

Step 2a: For Enhanced Voucher Assistance.

Did the PHA agree to administer the EV assistance?

- ☐ Yes- move on to step 2a.1 below
- ☐ No – the owner's request is denied
  (PH Field Office notifies Multifamily HUB/PC and Multifamily will notify the owner, in writing, of the denial).

Step 2a.1: PH Field Office Director sends information to the PHA.

The PH Field Office Director or designee provides:

- ☐ written request to the PHA to administer
- ☐ A copy of the owner's request for assistance
- ☐ All other supporting documentation

Step 2b: For PBV Assistance.

Did the PHA agree to enter into a PBV HAP contract?

- ☐ Yes- move on to step 2b.1 below
- ☐ No - If No, will the PHA agree to administer enhanced voucher assistance?
    - ☐ Yes, move to Step 2a.1 above
    - ☐ No, move to Step 3 below

Step 2b.1: PHA agrees to administer PBV assistance

Does the PHA have an established PBV program?

- ☐ Yes (move to Step 2b.2)
- ☐ No (move to Step 2b.3)

Step 2b.2: PH Field Office Director sends information to the PHA.

The PH Field Office Director or designee provides:

- ☐ written request to the PHA to administer
- ☐ A copy of the owner's request for assistance
- ☐ All other supporting documentation

Step 2b.3

PHA must provide documentation to PH Field Office demonstrating the PHA's ability to comply with all regulatory and statutory requirements

Does documentation demonstrate PHA's ability to enter into a PBV HAP contract?

- ☐ Yes (move to step 2b.2 above)
- ☐ No (move to step 3 below)

Step 3: PHA declines or is unable to administer PBV assistance

If the PHA does not wish to or is unable to administer PBV assistance, the PH Field Office Director or designee will:

- ☐ make a reasonable effort to find an *alternate PHA* with jurisdiction and administrative capacity willing to administer PBV assistance.

- ☐ **Did the PH Field Office Director find an *Alternate PHA* to administer PBV assistance?**

    - ☐ Yes
    - ☐ No

  - ☐ If Yes, does *alternate PHA* have the capacity to administer PBV assistance in accordance with all statutory and regulatory requirements of PBV program?

    - ☐ Yes, (move to Step 2b.2 above)

  - ☐ If No, is the PHA willing to administer ***enhanced voucher assistance*** if it does not have the capacity to administer PBV assistance in accordance with all statutory and regulatory requirements of PBV program?

    - ☐ Yes, (move to Step 2b.2 above)
    - ☐ No, – the owner's request is denied
      (PH Field Office notifies Multifamily HUB/PC and Multifamily will notify the owner, in writing, of the denial).

Step 4: PH Field Office Director submits request to Headquarters.

Once PHA is selected and determines eligibility of all at-risk households, the PH Field Office Director or designee submits the following information to the HUD Office of Housing Vouchers Financial Management Division (FMD) at PIHConversionActions@hud.gov, with "2016 TPV Set-Aside" in the subject line.

- ☐ PHA's completed HUD-52515
- ☐ Owner's request for assistance and all supporting documentation
- ☐ Additional documentation as needed

Attachment G: PHA's Checklist

The following steps outline the PHA's process for determining eligibility for all at-risk households identified by the owner and processing PBV or EV assistance.

Income-Targeting and Other Requirements

- ✓ Families admitted to the HCV program with **enhanced vouchers** are special admissions under 24 CFR 982.203 and are not subject to income-targeting requirements under 24 CFR 982.201(b)(2) for families selected from the PHA's waiting list.
- ✓ Families admitted to the HCV program with **PBV assistance** must be selected from the PHA waiting list in accordance with 24 CFR 983.251(b) ("Protection of in-place families") and are also not subject to the income-targeting requirements under 24 CFR 982.201(b)(2).

Step 1: PHA receives a copy of the owner's request and all other supporting documentation from the PH Field Office Director.

Step 2: Determine eligibility of all at-risk households identified by the owner

- ☐ Did PHA use applicable low-income limits to determine income eligibility?
- ☐ Does PHA's administrative plan allow for the provision of HCV assistance to these *low-income* families?
  - ☐ Yes
  - ☐ No, the PHA must amend its administrative plan in order to administer the enhanced vouchers or PBV assistance. This administrative plan requirement is consistent with 24 CFR 982.201(b)(1)(iii). (See paragraph 6 Step 8 of Notice)

Does each household identified meet the applicable rent burden threshold?

(i.e., if applicable monthly rent for that household's unit divided by the household's adjusted monthly income (as calculated by the PHA in accordance with 24 CFR 5.611) is more than 30 percent (see section 5, step for the different meanings of "applicable monthly rent")

- ☐ Yes
- ☐ No, **Families not meeting the applicable rent burden threshold are not eligible for assistance under this Notice and must not be included in the PHA's request for voucher assistance**.

In order to reduce processing time and where applicable, HUD will permit the PHA to use the owner's most recent family income examination (form HUD-50059).

The PHA is never required to use the owner certifications and may choose to conduct its own income determination and verification. PHAs should be aware that many owners will not have form HUD-50059 for the households being assisted through this Notice.

Are the owner's HUD-50059s six months old or less?

- ☐ Yes
- ☐ No, PHA must determine eligibility in accordance with 24 CFR 982.201

If yes, did PHA determine that the owner certifications are acceptable after reviewing a small sample of at least 20% for accuracy.

- ☐ Yes
- ☐ No

Step 3: PHA Notification of residents.

Families determined by owner *not to be at-risk*

- ☐ PHA notifies all residents still residing at the property in writing of owner's determination
- ☐ Include an invitation to have income calculated by PHA for eligibility purposes if they disagree with owner's determination.
- ☐ PHA does not provide notification to households that did not provide income information to the owner (as identified in the owner's request for assistance)

All Families

- ☐ PHA notifies all residents in writing of the type of assistance they may be receiving including a brief description of the type of assistance
- ☐ PHA schedules a briefing with eligible residents to inform tenants of program requirements, tenant rights and obligations

Step 4: Submit form HUD-52515 to PH Field Office Director

The PHA…

- ☐ Completes the Section 8 Tenant-Based Assistance Funding Application (Form HUD-52515). Be sure to include all of the following information:
  - ☐ PHA name and mailing address
  - ☐ PHA code number (for example, CT002)
  - ☐ Electronic mail address (email)
  - ☐ Telephone number
  - ☐ Facsimile telephone number
- ☐ Follows these instructions for completing the remainder of the form:

- ☐ Do not complete Section A.
- ☐ Under Section B of the form, only complete the box for total dwelling units under vouchers. Insert the number of eligible families as determined by the PHA's eligibility determinations.
- ☐ Do not complete Section C.
- ☐ Under Section D of this form, the PHA must identify whether the assistance will be for enhanced vouchers or PBV assistance.

☐ Submit the completed form to the PH Field Office Director for processing.

GUIDANCE REMINDERS

A. Procedures for Processing Enhanced Voucher Assistance

After receiving the ACC documents and transmittal letter from HUD's Section 8 Financial Management Center (FMC), the PHA must issue vouchers to the eligible families.

☐ Special Payment Standard: The PHA must use the enhanced voucher payment standard when calculating the voucher subsidy for a family staying in the project (See PIH Notice 2001-41).

☐ Rent Reasonableness: The PHA must determine if the proposed rent for the family's unit is reasonable using the same methodology it uses for any other potential units under the HCV program (see Notice PIH 2011-46).

B. Procedures for Processing PBV Assistance

After the PHA receives the ACC documents and transmittal letter from FMC, it must verify whether the owner's request for PBV assistance meets the statutory and regulatory requirements of the PBV program, including:

- ☐ The prohibition of assistance for ineligible units (24 CFR 983.53)
- ☐ The prohibition of assistance for units in subsidized housing (24 CFR 983.54)
- ☐ The prohibition of excess public assistance (24 CFR 983.55)
- ☐ The cap on number of PBV units in each building (24 CFR 983.56)
- ☐ The site selection standards (24 CFR 983.57)
- ☐ The environmental review (24 CFR 983.58) and
- ☐ All other program requirements, including all applicable fair housing and civil rights requirements.

C. Units Covered Under the PBV HAP Contract

PHA ***shall not*** include units under the PBV HAP contract that:

- ☐ were occupied by at-risk households at the time of the owner's request for assistance, but prior to HAP execution are:

    - ☐ vacant; or
    - ☐ the occupant family was determined ineligible for admission to the HCV program at the time of the PHA's eligibility determinations

PHA has verified that only the units occupied by eligible families will be included under the PBV HAP contract.

- ☐ Yes (If yes, PHA may execute HAP contract in based on ACC effective date provided by FMC (unless execution has been delayed (if so, the PHA must notify their PH Field Office representative)
- ☐ No (If no, the PHA shall not enter into the HAP contract until all steps above have been verified)

Attachment H: HUD HQ FMD and FMC's Checklist

The Financial Management Division…

- ☐ Reviews the submission from the PH Field Office Director for accuracy
- ☐ Calculates the budget authority for the assistance
- ☐ Assigns funds to the PHA, using the information from Section B of the HUD-52515 to determine the amount of funding the PHA will be assigned.
- ☐ Calculates the special fee for the extraordinary costs associated with administering the assistance under this Notice.
- ☐ The fee is $200 per unit for the higher number of units as determined below:
  - ☐ The number of at-risk households at the property that were identified in the owner's request for assistance; or
  - ☐ The number of families that are eligible to receive assistance (as determined by the PHA and identified in Section B of the HUD-52515).
- ☐ Send the calculation and other required documentation to PIH Budget and the Financial Management Center (FMC) to complete the processing.

The Financial Management Center (FMC)…

- ☐ Prepares the Annual Contribution Contract (ACC) documents and ACC transmittal letter using the information provided by the FMD.
- ☐ Forwards the transmittal letter and ACC to the PHA with a copy of the letter to the PH Field Office Director.
- ☐ Adjusts effective date of ACC amendment when necessary