

# Subsidy Administration

DEMO Samples

# HUD/DEC- Subsidy Administration (Portfolio/Dashboard display)

Search:  
[Settings](#)

Portfolio/Dashboard
Assistance Contracts
Contract Processing
Comparability Studies
Renewal Budgets
Secure Systems
Logout

My Properties (22)
Open Contract Processing (13)
Advanced Search

**My Properties for JOHN TESTER (H02313) Records 1 to 5 of 22**

Search:

	<a href="#">Property Name</a> ▲	<a href="#">Property Id</a>	<a href="#">Street</a>	<a href="#">City</a>	<a href="#">State</a>
1	ASTORIA BRIDGE APARTMENTS	800000267	2070 26TH ST	ASTORIA	NY
2	CINDALL APARTMENTS	800000159	1957 BRILL RD	MOBILE	AL
3	CLOUD VILLAGE	800000266	101C FOXWOOD DR	ANDALUSIA	AL

# Assistance Contracts

[Portfolio/Dashboard](#)  
[Assistance Contracts](#)  
[Contract Processing](#)  
[Comparability Studies](#)  
[Renewal Budgets](#)  
[Secure Systems](#)  
[Logout](#)

Assistance Contract List
Assistance Contract Status
Assistance Contract Detail
Current Contract Administrator/ Contact
Contract Administrator History

## Assistance Contract List

Save Reset

Contract #	Current Contract Status	TRACS Contract Status	Program	Exp Date	Staged	Contract Authority	Budget Authority
IN36T861011	Active - Active	Active	202/8 NC	02/12/2012	N	304752.00	5294865.00

**First Contract or Stage Expiration Date Pursuant to MAHRA:**

---

**Does Owner Participate in LIHPRA/ELIHPA?**  Yes  No  Unconfirmed

**Discuss Preservation:**

---

**Owner/Field Offices Contacts Narrative: Assistance Contracts**

**Summary Narrative: Assistance Contracts**

**Contract Administrator Narrative: Assistance Contracts**

# Assistance Contract Status

Assistance Contract  
List

Assistance Contract  
Status

Assistance Contract  
Detail

Current Contract  
Administrator/ Contact

Contract Administrator  
History



## Assistance Contract Status

Save

Reset

**Contract Number:** IN36TB61011

**TRACS Contract Status:** Active

**Program Type:** 202/8 NC

**Status Update:**  Automatic  Manual

**Contract Administered By:** PBCA

**Current Contract Status:** Active - Active

## Stages

Staged [N]

Stage Number	Stage Effective Date	Stage Expiration Date	TRACS Status	Next Expiring
--------------	----------------------	-----------------------	--------------	---------------

# Assistance Contract Detail

Assistance Contract List	Assistance Contract Status	Assistance Contract Detail	Current Contract Administrator/ Contact	Contract Administrator History	
--------------------------	----------------------------	----------------------------	---	--------------------------------	---

## Assistance Contract Detail

**Contract Number:** IN36T861011  
**Term:** 240  
**Contract Originated Prior to October 1981? :** No  
**Number Of Assisted Units:** 50  
**Section 8 Rules:**   
**Type of Contract Renewal/Extension - Old Section 8 Legislation:**   
**Agreement to Enter into the Housing Assistance Payments Contract (AHAP Date):** 05/16/1991  
**Original Effective Date:** 02/13/1992  
**Current Renewal or Amendment Effective Date:** 02/13/1992  
**Rent Schedule Effective Date:** 03/01/2004  
**Expiration Date from TRACS:** 02/12/2012  
**Last Update Date From TRACS:** 08/15/2007  
**Contract Expiration Date from PAS:** 02/12/2012

**Contract Authority:** 304752.00    **Budget Authority:** 5294865.00  
**Current Contract Authority Amount:**    **Current Budget Authority Amount:**  
*(from the most recent renewal)*    *(from the most recent renewal)*

**Payee Name:** ADAM HOUSING CORPORATION  
**Payee TIN:** 311135240  
**Last Update Date From LOCCS:** 06/16/2001

# Current Contract Administrator / Contact

Assistance Contract List

Assistance Contract Status

Assistance Contract Detail

Current Contract Administrator/ Contact

Contract Administrator History



## Current Contract Administrator

**Contract Number:** IN36T861011

**Name:** Meridian St. Finance Authority

**CA ID:** IN800

**Street:** 30 South Meridian St.  
Suite 1

**Phone:** (317) 232-1000

**Fax:**

**City:** Indianapolis

**Email:**

**U.S. State or Territory:** INDIANA

**Foreign State or Territory:**

**Country:** USA

**U.S. Zip Code:** 46204-

**Foreign Postal Code:**

**Source System:** iREMS

**Standardization Status:** Not Standardized

## Current Contract Administrator Contact

**Name:** Mark Stand **Phone:** (317) 232-1000

**Title:** **Fax:**

**Street:** **Pager/Cell Phone:**

**Email:**

**City:**

**U.S. State or Territory:** INDIANA

# Contract Administrator History

Assistance Contract  
List

Assistance Contract  
Status

Assistance Contract  
Detail

Current Contract  
Administrator/ Contact

Contract Administrator  
History



## Contract Administrator Assignment History

**Contract Number:** IN36T861011

Name	Address	Tax ID	Admin Type	CA ID	Effective Date	Expiration Date
Meridian St. Finance Authority	30 South Meridian St. Suite 1 Indianapolis, IN 46204- USA	351482000	PBCA	IN800	10/01/2000	02/12/2012
HUD			HUD		02/13/1992	09/30/2000

**Last updated from Monthly Load:** 02/29/2008

# Comparability Studies

[Portfolio/Dashboard](#)

[Assistance Contracts](#)

[Contract Processing](#)

[Comparability Studies](#)

[Renewal Budgets](#)

[Secure Systems](#)

[Logout](#)

Comparability Study

List

Comparability Study

Detail



## Comparability Studies

Add

Fiscal Year	Date Appraiser Signed HUD 92273	Source	Execution Date of First Related Renewal	Unit Type	Comparable Rent
2008	04/09/2008	Owner	04/09/2008	1	600.00
				2	800.00
2007	01/31/2004	Owner	06/01/2007	1	449.00
				2	504.00

# Comparability Study Details

Comparability Study  
List

Comparability Study  
Detail



## Comparability Study Detail

Save

Reset

Delete

Fiscal Year:

2008

Date HUD Form 92273 Signed by Appraiser:

04/09/2008



Comparability Study Submitted (to HUD) Date:

04/09/2008



Comparability Study Source:

Owner

Comparability Study Reviewed (by HUD) Date:

04/10/2008



Date Accepted/Approved by HUD:

04/10/2008



## Comparable Rents

Add

Unit/Bedroom Type	Comparable Rent (Monthly)	Unit Description
1	600.00	
2	800.00	
3	900.00	3BR

# Renewal Budgets

Portfolio/Dashboard  
Assistance Contracts  
Contract Processing  
Comparability Studies  
**Renewal Budgets**  
Secure Systems  
Logout

Renewal Budget List   Renewal Budget Detail   RHS Budget Detail 

## Budget Lists

---

### Renewal Budgets:

[Add Renewal Budget](#)

Fiscal Year	Date Approved by HUD	Budget-Based Rents % Increase
2008	04/21/2008	5.00
2007	06/25/2007	4.75
2003	06/05/2003	0.00
2000	05/04/2000	8.73

### RHS Budgets:

[Add RHS Budget](#)

Fiscal Year	Date Approved by HUD	Unit Type	Budget-Based Rent
-------------	----------------------	-----------	-------------------

# Renewal Budget Detail

Renewal Budget List

Renewal Budget Detail

RHS Budget Detail



## Renewal Budget Detail

Save

Reset

Delete

**Budget Prepared Date:**

04/03/2008



**Fiscal Year:**

2008



**Budget Submitted (to HUD) Date:**

04/09/2008



**Budget Reviewed (by HUD) Date:**

04/11/2008



**Budget Accepted/Approved (by HUD) Date:**

04/21/2008



**Budget-Based Rents % Increase/Decrease**  
(if the Increase/Decrease is 6.5%, enter 0.065):

0.0500

**Budget-Based Utility Allowance % Increase**  
(if separate from rent and applicable):

0.0000

# Contract Processing

[Portfolio/Dashboard](#)  
[Assistance Contracts](#)  
[Contract Processing](#)  
[Comparability Studies](#)  
[Renewal Budgets](#)  
[Secure Systems](#)  
[Logout](#)

Contract Processing

Function /

Contract Selection

Function Detail

⌵

## Contract Processing List

Add

Contract #	Stage	Processing Function Type	Contract Actions	Effective Date	Expiration Date	Status
IN36T861011	N/A	Renewal (ST)	FY 2008 - 2 Request Renewal Without Restructuring at or Below Comparable Rents	02/13/2012		-
IN36T861011	N/A	Rent Adjustment	FY 2008 - Manual Correction	03/01/2008		Executed

# Function Contract Selection tab

## (Navigation via **ADD** button)

Contract Processing List    Function / Contract Selection    Function Detail 

**Function/Contract Selection** Save    Reset

**Contract(s) and/or Stage(s):**

Select	Contract #	Stage	Expiration Date at Contract/Stage Expiration	Original Contract Effective Date Prior to October 1981?
<input type="checkbox"/>	IN36T861011	N/A	02/12/2012	N

**Combine Contracts and/or Stages:**     Yes     No     Not Applicable

**Surviving Contract:**    IN36T861011 

**HUD Policy:**    User Guide 

**Fiscal Year:**    2008 

**Contract Function:**    MAHRA Amend Rent Only Rent Increases (Options 1A, 1B, 2, 4, 5A and 5B) 

**Contract Action Selection:**    2: Request Renewal Without Restructuring at or Below Comparable Rents 

**Processing Status(if applicable):**    Option Selected - In Process 

**Date Owner Signed Submission:**     

**Date Owner Submission Package Initially Received:**     

**Date Complete Package Received from Owner:**     

# Function Detail

(Navigation via **selected** Contract row)

Contract Processing List	Function / Contract Selection	Function Detail 
<a href="#">Dates and Comments</a>   <a href="#">Comparability Study Selection</a>   <a href="#">Budget Selection</a>   <a href="#">OCAF</a>   <a href="#">Rents</a>   <a href="#">Final Review</a>		
<b>Dates and Comments</b>		<input type="button" value="Save"/> <input type="button" value="Reset"/>
<b>Surviving Contract:</b> IN36T861011	<b>Stage:</b> N/A	
<b>Function Type:</b> Renewal	<b>Action:</b> FY 2008 - 2: Request Renewal Without Restructuring at or Below Comparable Rents	
<b>Effective Date:</b> 02/13/2012	<b>ARAMS Status:</b>	
<b>Renewal Contract:</b> <input type="text" value=""/>		
<b>Exception Project Exempted from OAHF:</b>	<input type="text" value=""/>	
<b>Annual Financial Statement Required To be Submitted to HUD?</b>	Yes	
<b>Contract/Stage Date Information</b>		
<b>Contract/Stage Renewal Execution Date:</b>		
<b>Contract Effective Date:</b>	<input type="text" value="02/13/2012"/> 	
<b>Length of Contract in Months:</b>	<input type="text" value=""/>	
<b>Contract Expiration Date:</b>		
<b>Reason for Short-term Renewal:</b>	<input type="text" value=""/>	
<b>Decision Comments:</b>		

# Comparability Study Selection

Contract Processing List    Function / Contract Selection    Function Detail 

[Dates and Comments](#) | [Comparability Study Selection](#) | [Budget Selection](#) | [OCAF](#) | [Rents](#) | [Final Review](#)

## Comparability Study Selection

Save    Reset

**Surviving Contract:** IN36T861011

**Stage:** N/A

**Function Type:** Renewal

**Action:** FY 2008 - 2: Request Renewal Without Restructuring at or Below Comparable Rents

**Effective Date:** 08/01/2009

**ARAMS Status:**

**Comparability Study Required?**     Yes     No     Alternative     Unconfirmed

**Type of Alternative to Comparability Study Used:**

### Comparability Study:

Select	Date Appraiser Signed HUD 92273	Source	Execution Date of First Related Renewal	Unit Type	Comparable Rent
<input checked="" type="checkbox"/>	04/09/2008	Owner	04/09/2008	1	600
				2	800
				3	900

# Budget Selection

Contract Processing List

Function / Contract Selection

Function Detail

[Dates and Comments](#) | 
 [Comparability Study Selection](#) | 
 [Budget Selection](#) | 
 [OCAF](#) | 
 [Rents](#) | 
 [Final Review](#)

## Budget Selection

**Surviving Contract:** IN36T861011

**Function Type:** Renewal

**Effective Date:** 08/01/2009

**Stage:** N/A

**Action:** FY 2008 - 2: Request Renewal Without Restructuring at or Below Comparable Rents

**ARAMS Status:**

Save

Reset

---

**Renewal Budget Required?**  Yes  No  Unconfirmed

**Renewal Budget Type:** Standard Renewal Budget ▼

**Renewal Budget:**

Select	Date Approved by HUD	Budget Based Rents % Increased	Unit Type	Budget Based Rent
<input type="checkbox"/>	04/21/2008	5.00	1	470
			2	528

# OCAF

Contract Processing List	Function / Contract Selection	Function Detail 				
<a href="#">Dates and Comments</a>		<a href="#">Comparability Study Selection</a>	<a href="#">Budget Selection</a>	<a href="#">OCAF</a>	<a href="#">Rents</a>	<a href="#">Final Review</a>
<b>OCAF</b>					<input type="button" value="Save"/>	<input type="button" value="Reset"/>
<b>Surviving Contract:</b> IN36T861011		<b>Stage:</b> N/A				
<b>Function Type:</b> Renewal (ST)		<b>Action:</b> FY 2008 - 2: Request Renewal Without Restructuring at or Below Comparable Rents				
<b>Effective Date:</b> 02/13/2012		<b>ARAMS Status:</b>				
<hr/>						
<b>OCAF Rent Adjustments</b>						
<hr/>						
<b>Annual Rent Potential for all Section 8 Units Included in the Current Renewal:</b>					<input type="text" value="393000.00"/>	
<b>Annual Comparable (Owner's) Rent Potential for Units Included in the Current Renewal:</b>					<input type="text" value="0.00"/>	
<b>Annual Rent Potential for all Section 8 Units Expiring in the Current Renewal:</b>					<input type="text" value="393000.00"/>	
<b>Annual Rent Potential for all Active Section 8 Units Not Expiring in the Current Renewal:</b>					<input type="text" value="0.00"/>	
<b>Annual Rent Potential Non-Section 8 Units:</b>					<input type="text" value="0.00"/>	
<b>Annual Project Rent Potential:</b>					393000.00	
<b>Expiring Section 8 Portion of Total Rent Potential:</b>					1.00	
<b>Annual Project Debt Service:</b>					<input type="text" value="157444.08"/>	
<b>Annual Expiring Section 8 Share of Debt Service:</b>					157444.08	
<b>Annual Expiring Section 8 Rent Potential Less Expiring Section 8 Share of Debt Service:</b>					235555.92	

# RENTS

## (display 1 of 2 )

[Contract Processing List](#) | 
 [Function / Contract Selection](#) | 
 [Function Detail](#) 

[Dates and Comments](#) | 
 [Comparability Study Selection](#) | 
 [Budget Selection](#) | 
 [OCAF](#) | 
 [Rents](#) | 
 [Final Review](#)

### Rents

**Surviving Contract:** IN36T861011

**Stage:** N/A

**Function Type:** Renewal (ST)

**Action:** FY 2008 - 2: Request Renewal Without Restructuring at or Below Comparable Rents

**Effective Date:** 02/13/2012

**ARAMS Status:**

HUD Approved Rent:

### Calculated Renewal Rents:

Unit Type	# of Units	Current Contract Rent at Expiration	Comparable (HUD 92273) Rent	OCAF Adjusted Rent	Budget-based Rent	Renewed Rent
0	12	617		627		
1	38	667		678		
<b>Rent Potentials</b>						
Monthly		32750		33288		
Annual		393000		399456		

# RENTS

(display 2 of 2 )

<b>Renewal Rent Effective Date:</b>	<input type="text" value="02/13/2012"/> 
<b>Monthly Increase to the Reserve for Replacement Account:</b>	39
<b>Monthly Deposit Amount (most recent entered amount):</b>	2434.00
<b>Date Sent to OAHP: (If rents determined by HUD/CA to be over Comparable)</b>	<input type="text"/> 
<b>Reason sent to OAHP:</b>	<input type="text"/> 
<b>Date Review Results Received from OAHP:</b>	<input type="text"/> 
<b>OAHP Results:</b>	<input type="text"/> 
<b>Dispute/Appeal Comments:</b>	<div style="border: 1px solid #ccc; height: 100px; width: 100%;"></div>
<b>Rents Final for Contract Exhibit:</b>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>Rents Final for Contract Exhibit Date:</b>	

[Dates and Comments](#) | [Comparability Study Selection](#) | [Budget Selection](#) | [OCAF](#) | **[Rents](#)** | [Final Review](#)

# Final Review

## (display 1 of 4 )

Contract Processing List	Function / Contract Selection	Function Detail 
<a href="#">Dates and Comments</a>   <a href="#">Comparability Study Selection</a>   <a href="#">Budget Selection</a>   <a href="#">OCAF</a>   <a href="#">Rents</a>   <b><a href="#">Final Review</a></b>		
<b>Final Review</b>		
<b>Surviving Contract:</b> IN36T861011	<b>Stage:</b> N/A	
<b>Function Type:</b> Renewal (ST)	<b>Action:</b> FY 2008 - 2: Request Renewal Without Restructuring at or Below Comparable Rents	
<b>Effective Date:</b> 02/13/2012	<b>ARAMS Status:</b>	
<hr/>		
<b>Dates and Comments</b>		
<hr/>		
<b>Renewal Contract:</b>		
<b>Exception Project Exempted from OAHP:</b>		
<b>Annual Financial Statement Required To be Submitted to HUD?</b>	Yes	
<b>Contract/Stage Date Information</b>		
<b>Contract/Stage Renewal Execution Date:</b>		
<b>Contract Effective Date:</b>	02/13/2012	
<b>Length of Contract in Months:</b>	0	
<b>Contract Expiration Date:</b>		
<b>Reason for Short-term Renewal:</b>	Insufficient Time for Owner to Perform Comparability Study	
<b>Decision Comments:</b>		

# Final Review

## (display 2 of 4 )

### Comparability Study Selection

Comparability Study Required? Unconfirmed

Type of Alternative to Comparability Study Used:

#### Comparability Study:

Select	Date Appraiser Signed HUD 92273	Source	Execution Date of First Related Renewal	Unit Type	Comparable Rent
<input type="checkbox"/>	04/09/2008	Owner	04/09/2008	1	600
				2	800
				3	900

### Budget Selection

Renewal Budget Required?

Unconfirmed

Renewal Budget Type:

Standard Renewal Budget

#### Renewal Budget:

Select	Date Approved by HUD	Budget Based Rents % Increased	Unit Type	Budget Based Rent
<input type="checkbox"/>	04/21/2008	5.00	1	470

# Final Review

(display 3 of 4 )

## OCAF

<b>Annual Rent Potential for all Section 8 Units Included in the Current Renewal:</b>	393000.00
<b>Annual Comparable (Owner's) Rent Potential for Units Included in the Current Renewal:</b>	0.00
<b>Annual Rent Potential for all Section 8 Units Expiring in the Current Renewal:</b>	393000.00
<b>Annual Rent Potential for all Active Section 8 Units Not Expiring in the Current Renewal:</b>	0.00
<b>Annual Rent Potential Non-Section 8 Units:</b>	0.00
<b>Annual Project Rent Potential:</b>	393000.00
<b>Expiring Section 8 Portion of Total Rent Potential:</b>	1.00
<b>Annual Project Debt Service:</b>	157444.08
<b>Annual Expiring Section 8 Share of Debt Service:</b>	157444.08
<b>Annual Expiring Section 8 Rent Potential Less Expiring Section 8 Share of Debt Service:</b>	235555.92
<b>Annual Expiring Section 8 Rent Potential Attributed to Operation Multiplied by the Published OCAF (4.100%)</b>	245213.71
<b>OCAF Adjusted Contract Rent Potential:</b>	402657.79
<b>Lesser of OCAF or Correlated Comparable Rent Potential:</b>	402657.79
<b>Rent Increase Factor (Based upon Lesser of OCAF vs. Comps):</b>	1.025

# Final Review

## (display 4 of 4 )

### Rents

HUD Approved Rent: Budget Based

#### Calculated Renewal Rents:

Unit Type	# of Units	Current Contract Rent at Expiration	Comparable (HUD 92273) Rent	OCAF Adjusted Rent	Budget-based Rent	Renewed Rent
1	40	448		470		
2	32	503		528		
<b>Rent Potentials</b>						
Monthly		34016		35696		
Annual		408192		428352		

**Renewal Rent Effective Date:** 08/01/2009  
**Monthly Increase to the Reserve for Replacement Account:** 226  
**Monthly Deposit Amount (most recent entered amount):** 4524.00  
**Date Sent to OAHP: (If rents determined by HUD/CA to be over Comparable)**  
**Reason sent to OAHP:**  
**Date Review Results Received from OAHP:**  
**OAHP Results:**  
**Dispute/Appeal Comments:**  
**Rents Final for Contract Exhibit:** No  
**Rents Final for Contract Exhibit Date:**