

**Region X MF HUD  
ACRONYMANIA**

HUD-FHA

*Housing and Urban Development, Federal Housing Administration*

Related Organizations

CFO *Chief Financial Officer*

FEMA *Federal Emergency Management Administration*

FHFA *Federal Housing Finance Agency*

FHLMC *Freddie Mac Federal Home Loan Mortgage Corporation*

FNMA *Fannie Mae Federal National Mortgage Association*

GAO *Government Accountability Office*

GNMA *Ginnie Mae Government National Mortgage Association*

GSE *government-sponsored enterprise*

HFA *Housing Finance Agency*

OMB *Office of Management and Budget*

PBCA *Performance Based Contract Administrator*

PHA *Public Housing Authority*

TCA *Traditional Contract Administrator*

RD, USDA, FmHA, RECD, RHS

*Rural Development, United States Department of Agriculture, Farm Home Administration, Rural Economic and Community Development*

*All the same organization- current title is Rural Housing Service*

Related HUD Program Offices

AM *Asset Management*

CPD *Community Planning and Development*

DEC *Departmental Enforcement Center (may also show as "EC" in some references)*

EMAS *Economic and Marketing Analysis Section*

FHEO *Fair Housing and Equal Opportunity* <http://www.hud.gov/progdesc/fheoindx.cfm>

FPM *Field Policy and Management*

HQ *Headquarters- could refer to any number of different HQ office in D.C.*

HACAO *Housing Assistance Contract Administration Oversight (HQ Office overseeing the PBCAs; interfaces with other HQ offices for the PBCAs)*

<http://www.hud.gov/offices/hsg/mfh/rfp/sec8rfp.cfm>

HAGA *Office of Housing Assistance and Grants Administration*

MFH *Multifamily Housing* <http://www.hud.gov/offices/hsg/mfh/hsgmfbus.cfm>

OAHP/(formerly known as OMHAR) *Office of Affordable Housing Preservation (used to be called OMHAR-Office of Multifamily Housing Assistance Restructuring still called that in the Section 8 Renewal Guide)* <http://www.hud.gov/offices/hsg/omhar/index.cfm>

**OCHCO** *Office of the Chief Human Capital Officer*

OGC *Office of General Counsel*

OHHLHC *Office of Healthy Homes and Lead Hazard Control*

<http://www.hud.gov/offices/lead/>

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OIG *Office of Inspector General (aka the 'IG')*  
OIHCF *Office of Insured Health Care Facilities*  
OSEP *Office of Security and Emergency Planning*  
PIH *Public and Indian Housing*  
Region X *aka Northwest/Alaska Hub- Covers Alaska, Oregon, Idaho and Washington*  
PPSD *Policy, Participation and Standards Division*  
RD *Regional Director's Office*  
REAC *Real Estate Assessment Center* <http://www.hud.gov/reac>

#### HUD Contacts

AM *Asset Manager (aka PM Project Manager)*  
CAOM *Contract Administrator Oversight Monitor (Laura Cole for Region X)*  
DAS *Deputy Assistant Secretary*  
Financial Analyst *Mark Rennord, Funding Officer, processes funding actions on contracts; Kristine Martin backup and main contact for Portland contracts*  
PM *Project Manager (aka AM Asset Manager)*  
Program Center Director *Mark Flynn for Seattle, Michael Hayes for Portland*  
Operations Officer *Philip Head*  
Region X MF Hub Director *Reneé Greenman (oversees the Portland and Seattle Programs Centers and the Hub Operations Team)*  
SPM *Supervisory Project Manager*

#### PBCA Terms

*(see ACC for more detail)*  
ACC *Annual Contributions Contract*  
ACR *Annual Compliance Review*  
AQL *Acceptable Quality Level*  
Basic Fee *paid monthly with the exception of the annual holdback*  
IBPS *Incentive Based Performance Standard*  
Incentive Fee *paid quarterly*  
**PBT *Performance Based Task (this term will replace IBPS)***

#### Section 8 Contract Terms

<http://www.hud.gov/offices/hsg/mfh/mfhsec8.cfm>  
Section 8 *Housing Assistance Payment Program (Housing and Community Development Act of 1974)*  
AAF *Annual Adjustment Factor*  
ACC *Annual Contributions Contract*  
AHAP *Agreement to Enter into a HAP Contract*  
Budget-Based Rent Increase  
BA *Budget Authority see Mark Rennord; actual dollars*  
CA *Contract Authority see Mark Rennord estimate of need*  
DVP *Disaster Voucher Program; replaces KDHAP see PIH Notice 2006-12*  
Enhanced Vouchers, Sticky Vouchers *vouchers that can go above PIH payment standard for preservation eligible properties*  
FAF *Financial Adjustment Factor*

*FMR Fair Market Rents or Federal Fair Market Rents*  
*GRP Gross Rent Potential*  
*HAP Housing Assistance Payment(s)*  
*KDHAP Katrina Disaster Housing Assistance Program*  
*LMSA Loan Management Set-Aside*  
*MFI Median Family Income*  
*Mod Rehab Moderate Rehabilitation*  
*NC/SR New Construction/Substantial Rehabilitation*  
*OCAF Operating Cost Adjustment Factor*  
*PMSA Primary Metropolitan Statistical Area*  
*Project-Based Section 8 typically refers to Section 8 handled by HUD Office of Multifamily Housing i.e. private ownership with HUD contract for Section 8; however, PIHs are also now using term for project-basing vouchers at certain projects.*  
*RCS or Comp Study Rent Comparability Study*  
*RRH Rural Rental Housing Section 515 Program (through RHS)*  
*SRO Single Room Occupancy*  
*Tandem Projects Projects with RHS loan and HUD Section 8*  
*Tenant-Based Section 8 Section 8 vouchers issued and managed by local HA*

Preservation Terms

*241f Equity or purchase takeout loan approved in the plan of action*  
*4350.6 see HUD Handbooks*  
*ELIHPA Emergency Low Income Housing Preservation Act of 1987 aka Title II*  
*Title II of the Housing and Community Development Act of 1987 same as ELIHPA*  
*Flat Rents rents applicable to non-section 8 tenants on some preservation properties*  
*Factored Rents rents applicable to non-section 8 tenants on some preservation properties*  
*Floor Rents rents applicable to non-section 8 tenants on some preservation properties*  
*LIHPRHA Low Income Housing Preservation and Resident Homeownership Act of 1990*  
*Title VI of the National Affordable Housing Act; Same as LIHPRHA*  
*POA or Plan of Action owners plan recorded in the Use Agreement*  
*Preservation Eligible 221d3 or 236 project with no prepayment restrictions after year 20*  
*Preservation When capitalized, usually refers to Title II or Title VI properties*  
*Use Agreement all Preservation projects will have a Use Agreement*  
*PSR Project Specific Rents; rents applicable to non-section 8 tenants on some preservation properties*

Post FY 1998 HAP Renewal Terms

*99-36 HUD MAHRA guidance pre-dating the current renewal guide*  
*ARAMS See computer systems*  
*EPLS Excluded Parties List System*  
*Comp Rents Comparable Market Rents*  
*LOCCS See computer systems*  
*MAHRA Multifamily Assisted Housing Reform and Affordability Act of 1997*  
*MU2B Mark up to Budget*  
*MU2M Mark up to Market*  
*PAS See computer systems*

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Post-MAHRA *renewals subject to MAHRA legislation*

OAHP/OMHAR Specific Terms

AFT *Additional Funds Transfer*

ANOI *Adjusted Net Operating Income*

AOTC *Action Other Than Closing*

CRN *Contingent Repayment Note*

CRP *Capital Recovery Payment*

DRS *Debt Restructuring Specialist*

DSCR *Debt Service Coverage Ratio*

IDRR *Initial Deposits to Reserves for Replacement*

IPF *Incentive Performance Fee*

M2M *Mark to Market*

MRN *Mortgage Restructuring Note*

OAHP *Sunset 9/30/06 deadline to have a binding commitment to be eligible for M2M*

ODE *Operating Deficit Escrow*

OTAG *Outreach and Training Grants*

PAE *Participating Administrative Entity; Organization eligible to implement restructuring plans*

PCA *Physical Condition Assessment*

PCPM *Post Closing Portfolio Manager (RER Solutions Inc. currently, reviews AFS)*

PD *Property Disposition*

PO *Production Office*

PRA *Portfolio Restructuring Agreement*

PRE/DEMO *Portfolio Reengineering, Demonstration Project preceding OMHAR for debt restructures following MAHRA*

QNP *Qualified Non-Profit*

RA *Risk Assessment*

RAAP *Rental Assistance Assessment Plan*

RC *Restructuring Commitment*

REA *Rehabilitation Escrow Administration*

REDA *Rehabilitation Escrow Deposit Agreement*

SCA *Surplus Cash Analysis*

TRIO *Tenant Resource Information Outreach*

3 outcomes:

Debt or “Full” Restructure

“Lite” Contract

“Watchlist” Contract

Recovery Act Terms

ARRA *American Recovery and Reinvestment Act of 2009*

HERA *Housing and Economic Recovery Act of 2008*

GRP *Green Retrofit Program*

GRPCA *Green Retrofit Physical Condition Assessment*

Miscellaneous Contracting and Grants Administration Terms

*A 76- From the OMB Circular number with policies and procedures to determine if work should be contracted or performed in house*

*CGO Continuing Governmental Organization*

*MEO Most Efficient Organization*

*PWS Performance Work Statement*

*CCR Central Contractor Registration*

*DPA Delegated Processing Agency*

*DUNS Data Universal Numbering System*

*NOFA Notice of Funding Availability (see also SuperNOFA)*

*RFP Request for Proposal-Used to solicit price quotes under the simplified acquisition procurement method (The PBCA contracts were let out on the basis of winning an RFP through competitive bidding; refers to the bid specs or package presented.)*

*SuperNOFA consolidated Notice of Funding Availability containing funding notices and general terms and application conditions for multiple grant opportunities in one notice*

HUD Computer Systems/REAC Terms

*APPS Active Partners Performance System*

*ARAMS Automatic Renewal and Amendment Management Subsystem*

*DAP Development Application Processing*

*FASS Financial Assessment Subsystem*

*iMAX Integrated Multifamily Access Exchange*

*iREMS Integrated Real Estate Management System*

*LOCCS Line of Credit Control System*

*Multifamily On-line Systems <http://www.hud.gov/offices/hsg/mfh/fhaosmf.cfm>*

*PAS Program Accounting System*

*PASS Physical Inspection Assessment Subsystem*

*SAGIS Subsidy and Grants Information System*

*Secure Systems platform for HUD PIH and MFH web-based systems*

*TAC Technical Assistance Center (REAC Helpdesk)*

*TRACS Tenant Rental Assistance Certification System*

*<http://www.hud.gov/offices/hsg/mfh/trx/trxsum.cfm>*

*TASS Tenant Assessment Subsystem*

*WASS Web Access Secure System*

Physical Inspection Terms

*9834 HUD's MOR form*

*BOCA Code Building Officials and Code Administrators*

*CDE Compliance, Disposition and Enforcement Plan*

*CNA Comprehensive Needs Assessment*

*DSS Decent, Safe and Sanitary*

*EHS Exigent Health and Safety*

*HQS Housing Quality Standards*

*LQA Limited Quality Assurance Inspection*

*LTH&S life threatening health and safety*

MOR *Management and Occupancy Review*  
NLTH&S *non life threatening health and safety*  
PASS (see computer systems)  
PCNA *Project Capital Needs Assessment*  
PI *Physical Inspection*  
REAC (see HUD offices)  
Under 60 *Unacceptable PI score- referral to DEC indicated*  
Under 30 *Unacceptable PI score- Automatic referral to DEC*

#### Ownership Types

GP *General Partner(ship)*  
LD *limited dividend; entity may be for profit, but Reg. Agr. Limits return.*  
LLC *Limited Liability Corporation*  
Sole proprietor (*not allowed on HUD insured properties*)  
LLCI *Limited Liability Corporate Investors (see the Preservation Approval Process Improvement act of 2007 for more details.)*  
LP *Limited Partner(ship)*  
NP *non-profit; usually a corporation*  
PM *profit motivated (no limitation of distributions in the HUD Regulatory Agreement)*

#### TPA Terms

2530 form HUD 2530, *previous participation clearance, now automated in APPS*  
APPS *see computer systems <http://www.hud.gov/offices/hsg/mfh/apps/appsmfhm.cfm>*  
Assignment or Assumption of HAP *sale or TPA involving no HUD insurance, only HAP contract; requires HUD approval of the assignment or assumption of the HAP contract*  
Full TPA *Usually a sale of a property with HUD insured loan remaining in place; See HUD Handbook 4350.1 for full definition*  
Regulatory Agreement *recorded document on HUD insured properties*  
LDP *Limited Denial of Participation*  
Modified TPA *More minor ownership change (e.g. replacement of GP) see HB*  
TPA *Transfer of Physical Assets; sale of a HUD property*  
Use Agreement *recorded document on some HUD properties; varies by type*

#### HUD Most Common Insurance Terms

MAP *Multifamily Accelerated Processing*  
MIO *Management Improvement and Operating Plan*  
MIP *Mortgage Insurance Premium*  
MIP *Mortgagee in Possession*  
Section of the Act *Part of the National Housing Act that authorizes the particular insurance program*  
Section 221d3 *Market mortgage insurance program for low/moderate income families*  
Section 221d3 BMIR *Below Market Interest Rate; mortgage insurance program for low/moderate income families; note rate paid down up front with the savings passed on to the tenants via budget-based rents; may be combined with an LMSA HAP, which may have a different rent calculation method if post-MAHRA*

Section 221d4 *may be combined with NC/SR Section 8, typically originally AAF; usually PM owner*

Section 202 *insurance program for non-profit owners, elderly or sometimes disabled housing- multiple kinds based on year "EH or SH"*

Section 223f *mortgage insurance program to refinance existing MF housing*

Section 241f *Equity Take-out or purchase loan associated with Preservation*

Section 231 *mortgage insurance for housing constructed or rehabbed primarily for elderly persons.*

TAP *Traditional Application Processing*

#### Other Subsidies

APRAC *Agreement to Enter into a PRAC*

Flex *Flexible Subsidy Loans*

PRAC *Project Rental Assistance Contract; not eligible for PBCA; "new" kind of 202-202/811 with Capital Grant*

PAC *Project Assistance Payment*

RAP *Rental Assistance Payment*

Sup or Rent Sup *Rental Supplement Program*

#### Section 236 Terms

236 *FHA MF mortgage insurance program with subsidies on interest for low/moderate income families; Regulatory Agreement stipulates budget-based rents; may be combined with LMSA HAP, which may have a different rent calculation method if post-MAHRA; NP or LD owner*

Basic Rent *HUD approved budget-based rent using 1% interest rate*

Excess Income *Funds remitted to HUD (or kept for project uses, if retainage approved by HUD) resulting from market renters*

IRP *Interest Reduction Payment; monthly payments by HUD to reduce the note rate to 1%*

IRP Decoupling *HUD approval via Use Agreement to use the IRP on new debt*

Market Rent *What the HUD approved rent charged to over income tenants is; adding back in the full note rate to the budget-based rent*

#### Important HUD MF Handbooks

Please note: This list is not comprehensive

See HUDClips <http://www.hud.gov/offices/adm/hudclips/> for all Housing Notices, guidebooks, forms and other Handbooks

4350.1 *HUD's Asset Management Handbook*

4350.3 *The Occupancy Handbook*

4381.5 *Management Agent Handbook*

4370.2 *Financial Operations and Accounting Procedure Handbook*

4370.1 *Reviewing Annual and Monthly Financial Reports*

4370.4 *Basic Accounting Desk Reference for HUD Loan Servicers*

4350.6 *Preservation Handbook*

IG Handbook 2000.4 *Consolidated Audit Guide for Audits of HUD Programs*

4350.5 *Subsidy Contract Administration and Field Monitoring Handbook (TCAs)*

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PBCA Guidebooks- see [http://www.hud.gov/offices/hsg/mfh/rfp/ca\\_docs.cfm](http://www.hud.gov/offices/hsg/mfh/rfp/ca_docs.cfm)  
Rent and Income Determination Quality Control Monitoring Guide  
RHIP Guide *Rent and Income Determination Quality Control Monitoring Guide*  
Section 8 Renewal Guide  
Special Claims Processing Guide HSG-06-01

FHEO Terms

ADA *Americans with Disabilities Act*  
Addendum B *the FHEO review portion of the form HUD 9834; Parts A-D*  
AFHMP *Affirmative Fair Housing Marketing Plan*  
Civil Rights Act  
EEO *Equal Employment Opportunity*  
Elderly *Usually 62 and older, unless HUD grants a waiver; can mean elderly and disabled for some projects; does not necessarily limit children as dependents*  
Fair Housing Act  
LAP *Language Access Plan*  
LEP *Limited English Proficiency* <http://www.hud.gov/offices/fheo/promotingfh/lep.cfm>  
Section 504  
Section 3 *Obligates PHAS to afford resident access to jobs and contracting opportunities created by Federal funding*  
Service Animal

General Asset Management Terms

9834 Management Cert *form for HUD approval of Management Certifications.*  
ADR *Alternative Dispute Resolution*  
AFS *Annual Financial Statement or Audited Financial Statement*  
BSPRA *Builder/Sponsor Profit and Risk Allowance*  
CFRS *Code of Federal Regulations- "regulatory requirements" may possibly be waived, but only by HUD HQ, unless delegated to the field HUD office*  
CHSP *Congregate Housing Service Provider*  
CMI *Chronically Mentally Ill*  
COOP *Continuity of Operations Plan*  
DD *Developmentally Disabled*  
ECRP *Emergency Capital Repair Program*  
EIN *Employer's Identification Number*  
FAQs *Frequently Asked Questions; when posted on the HQ HUD website, these may be quoted as references before the Handbook or Notice changes come out, as they have gone through OGC clearance. For RHIP FAQs:*  
<http://www.hud.gov/offices/hsg/mfh/rhiip/mfhrhiip.cfm>  
*For Renewal Guide FAQs:* <http://www.hud.gov/offices/hsg/mfh/mfhsec8.cfm>  
*For criminal screening FAQs:*  
<http://www.hud.gov/utilities/intercept.cfm?/offices/hsg/mfh/gendocs/evictionfaqs.pdf>  
FY or FYE *Fiscal Year, Fiscal Year End*  
GSE *Government Sponsored Enterprise*  
IPM *Integrated Pest Management*

*ITIN Individual Taxpayer Identification Number (A tax processing number only available for certain nonresident and resident aliens, their spouses and dependents who cannot get a Social Security Number.)*

*LBP Lead Based Paint*

*LHCP Lead Hazard Control Plan*

*LIHTC Low Income Housing Tax Credits; Housing program not controlled by HUD, but under IRS ruling, managed by HFAs*

*MOU Memorandum of Understanding*

*MTSP Multifamily Tax Subsidy Project*

*NFR Notice of Finding and Recommendation*

*NN Neighborhood Networks <http://www.hud.gov/offices/hsg/mfh/nnw/nnwindex.cfm>*

*O&M Operations & Maintenance [Plan]*

*PUPA Per Unit Per Annum*

*PUPM Per Unit Per Month*

*QHWRA Quality Housing and Work Responsibility Act of 1998 for Multifamily Housing Programs*

*Residual Receipts Account*

*RR Reserve for Replacement Account*

*SAUA Stand Alone Use Agreement*

*SC Service Coordinator*

*SSN Social Security Number- can also be a TIN*

*START Strategic Tracking and Reporting Tool*

*TIN Tax Identification Number*

*UCC Uniform Commercial Code*

*URA Uniform Relocation Act*

*U.S.C. United States Code; laws, “statutory requirements” may not be waived “shall” or “must” in Handbooks*

*VAWA Violence Against Women Act (formally, the Violence Against Women Act and Department of Justice Reauthorization Act of 2005, Public Law 109-162)*

### Occupancy Terms

*AMI Area Median Income*

*AR annual recertification*

*AP Assistance Payment*

*CC combined contract*

*Cert or Certifications owner and tenant certification of HAP owed, form 50059*

*CMS Centers for Medicare and Medicaid Services*

*CT correction*

*EIV Enterprise Income Verification:*

*<http://www.hud.gov/offices/hsg/mfh/rhiip/eiv/eivhome.cfm>*

*ETL Error Tracking Log*

*FACT Act Fair and Accurate Credit Transactions Act of 2003*

*GR gross rent*

*HHS Health and Human Services*

*IR interim recertification*

*MAT Guide Monthly Activity Transmission (TRACS guide which gives error codes)*

MI *move-in certification*

MO *move-out certification*

Office Automation Rule 24 CFR Part 208 *Electronic Transmission of Required Data for Certification and Recertification and Subsidy Billing Procedures for Multifamily Subsidized Projects (Regulation requiring owners and PBCAs to use TRACS)*

OARQ (*Owner/Agent Request*) *Owner/Agent-initiated Repayment Agreement*

Pet Policy *Owner policy on pets in elderly units, governed by 24 CFR Section 243*

RHIIP *Rental Housing Integrity Improvement Project*

<http://www.hud.gov/offices/hsg/mfh/rhiip/mfhrhiip.cfm>

SAVE *Systematic Alien Verification for Entitlements*

Special Claims *HAP payments for vacancy or damage loss*

50059 *HUD form 50059; tenant certification*

SS *Social Security (Income)*

SSI *Supplemental Security Income*

SSDI *Social Security Disability Insurance*

TASS *see computer systems*

TM *termination*

TTP *Total Tenant Payment*

UIV *Upfront Income Verification*

UT *unit transfer*

Voucher form HUD-52670-A, Part 1, *Schedule of Tenant Assistance Payments Due (Owner submission for payment)*

UA *Utility Allowance*

#### Additional EIV Terms

CAAF *Coordinator Access Authorization Form*

HFC *Housing Field Office Coordinator*

HOH *Head of Household*

HSC *Housing Coordinator*

HSU *Housing User*

NDNH *National Directory of New Hires*

PI *Period of Income*

SWICA *State Wage Information Collection Agencies*

UAAF *User Access Authorization Form*

#### Statistical & Census Terms

ACS *American Community Survey (from the Census Bureau – [www.census.gov](http://www.census.gov))*

CBSA *Core-Based Statistical Area*

HMFA *HUD Metropolitan Fair Market Rent [FMR] Area*

MFI *Median Family Income*