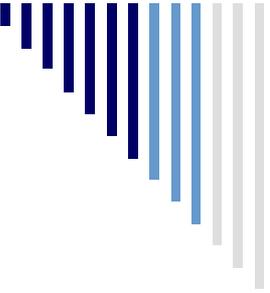


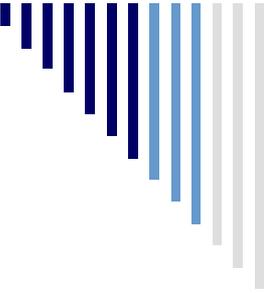
Office of Public and Indian Housing (PIH)
Rental Housing Integrity Improvement
Project (RHIP)

***EIV SYSTEM TRAINING FOR
PUBLIC HOUSING &
HOUSING CHOICE VOUCHER
PROGRAMS***



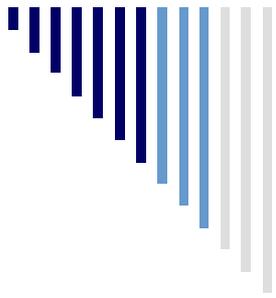
Agenda – Day 2

- Using the EIV System
- Obtaining Income Information
- EIV Household Income Report
- New Hires Report
- Deceased Tenants Report
- Existing Tenant Search
- Multiple Subsidy Report

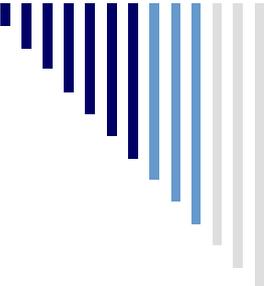


Agenda – Day 2 (continued)

- Income Discrepancy Report
- Income Discrepancy Resolution
- Retroactive Rents & Repayment Agreements



UPFRONT INCOME VERIFICATION (UIV) **USING THE EIV SYSTEM**

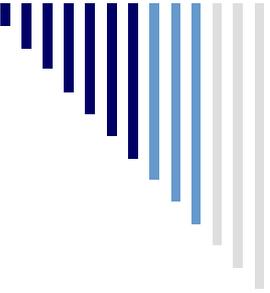


What is Upfront Income Verification (UIV)?

Upfront Income Verification:

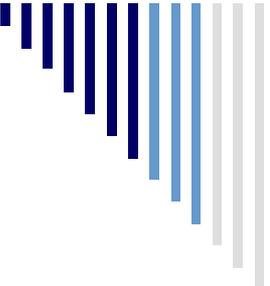
the verification of income, before or during a family reexamination, through an independent source that systemically and uniformly maintains income information in computerized form for a number of individuals.

“Automated Written 3rd Party Verification”



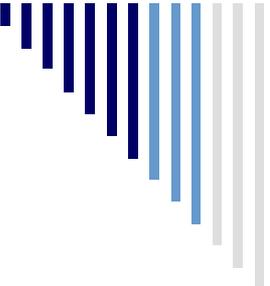
EIV = 3rd Party Verification*

*When the tenant does not dispute EIV & supplemented with current tenant-provided documents



Simplifying the Verification Process with EIV

- 3rd party verification is required only if:
 - The tenant disputes the EIV data; and/or
 - Additional information is required as determined by the PHA, such as
 - Effective dates of employment
 - Pay rate, number of hours worked, pay frequency for new jobs
 - Confirmation of change in circumstances (reduced hours, reduced rate of pay, etc.)



Simplifying the Verification Process with EIV (continued)

- The PHA will use current tenant-provided documents or most current information to calculate anticipated annual income

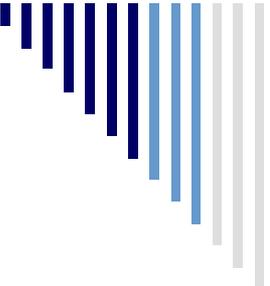
File Documentation -

- **Acceptable Verifications:**
 - EIV+Current tenant-provided documents; or
 - EIV+Current tenant-provided documents+3rd party verification *[Required when tenant disputes EIV data or PHA requires additional information]*



Simplifying the Verification Process with EIV (continued)

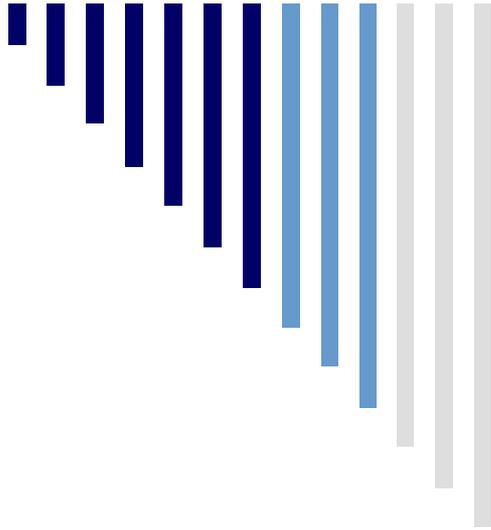
- Tenant-provided documents should be dated within the last 60 days of the reexamination interview or PHA request (for information) date.
- Pay stubs should be current and consecutive!



Tenant Obligation To Supply PHA/HUD With Information

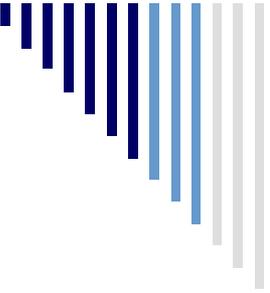
□ **24 CFR 960.259 & 982.551**

- The family ***must*** supply any information that the PHA or HUD determines is necessary in the administration of the program...
- The family ***must*** supply any information requested by the PHA or HUD for use in a regularly scheduled reexamination or interim reexamination of family income and composition in accordance with HUD requirements
- ***PHA may evict or terminate rental assistance for failure to provide necessary information***



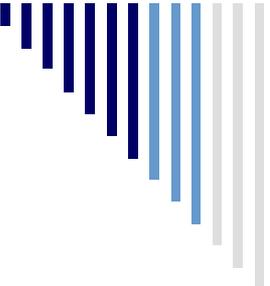
The EIV System

System Overview



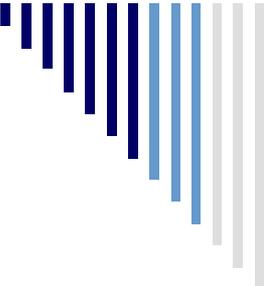
What is the EIV System?

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



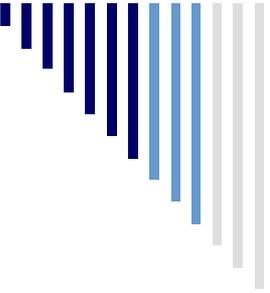
What is the EIV System? (continued)

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



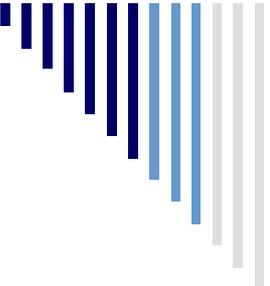
What is the EIV System? (continued)

- SSA provides income data from its social security benefits database
- HHS provides employment and employer data from the National Directory of New Hires (NDNH) database



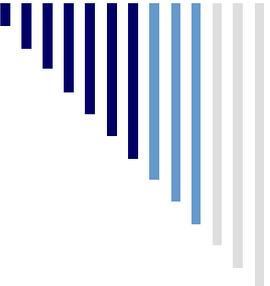
EIV System Functions

- Identify tenants whose identity cannot be verified
- Identify tenants who are deceased
- Identify tenants who may be receiving multiple assistance
- Identify individuals (applicants) who may already be receiving rental assistance)



EIV System Functions (continued)

- Obtain tenant income information
 - Quarterly Wages
 - Including Federal wages
 - Employment information
 - Hire date
 - Employer information (FEIN, Name, Address)
 - Quarterly Unemployment compensation
 - Monthly SS/SSI benefit information
 - Medicare premium/buy-in information



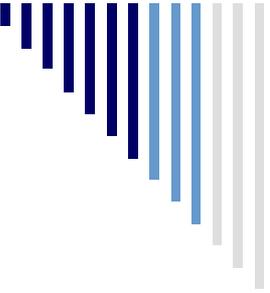
EIV System Functions (continued)

- Identify tenants who have started new jobs
- Identify tenants with income discrepancies



Data in EIV

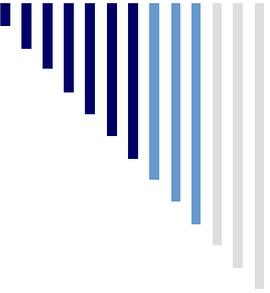
- Accessible at any time
- Data available for existing tenants only - **not available for applicants**
 - Who have positive identity verification status
- Two years of wage and employment information
- Current SS/SSI benefit information and last 8 changes to benefit



Data in EIV (continued)

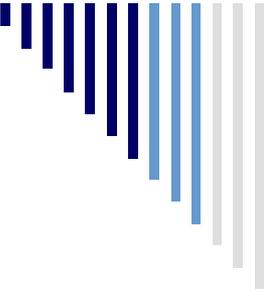
□ 2 Data Sources

- National Directory of New Hires (NDNH)
 - **Monthly** new hire information (W-4)
 - Quarterly wage information (QW)
 - Quarterly Unemployment Insurance (UI)
- Information is as reported by employer to State Workforce Agencies (SWA)
- Federal agencies report directly to NDNH



Data in EIV (continued)

- Social Security Administration (SSA)
 - Monthly benefit information:
 - Social Security (SS)
 - Supplemental Security Income (SSI)
 - Dual Entitlement
 - Medicare premium payment information



Timing of NDNH Data

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



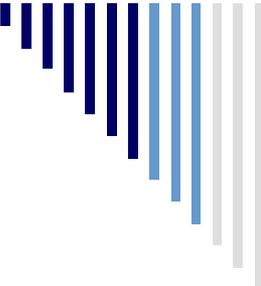
NDNH Reporting Time Frames

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



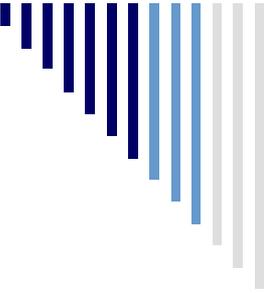
NDNH Reporting Time Frames (continued)

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



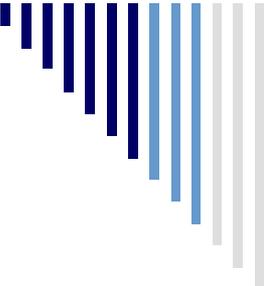
Availability of NDNH Data in EIV

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



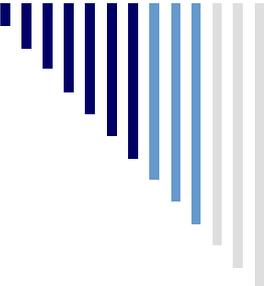
HUD Data Collection Process

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



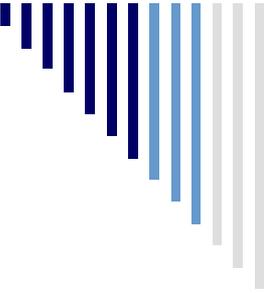
HUD Data Collection Process (continued)

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



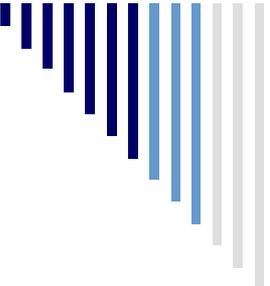
Computer Matching Program with SSA

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



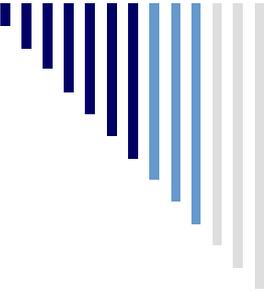
Computer Matching Program with SSA (continued)

- SS/SSI benefit information in the EIV system is updated every 3 months in accordance with the schedule on slide 24.
- SS/SSI benefits are increased annually to reflect the SSA-approved cost of living adjustment (COLA) for all beneficiaries by December 31st of each year.



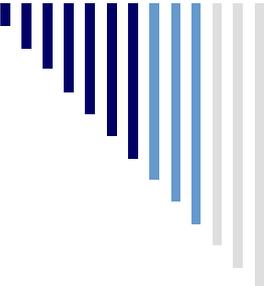
Computer Matching Program with SSA (continued)

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



Computer Matching Program with HHS

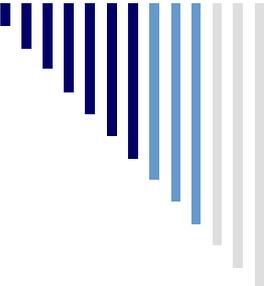
- HUD sends the SSNs of Individuals age **18 and over**, who have passed both HUD's pre-screening process and SSA identity verification process to HHS for obtainment of:
 - W-4
 - QW
 - UI



Frequency of Computer Matching Program

- Monthly Computer Matching
 - W-4 (New Hires) for all individuals age 18+
 - QW & UI for all individuals age 18+ for any 50058 with an action of:
 - New Admission
 - Portability Move-ins
 - Historical Adjustments

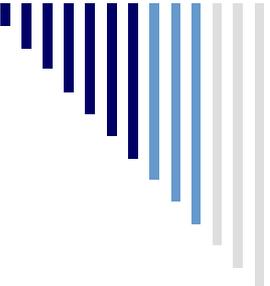
Note: Monthly matching also done for any household who has a household member who turned 18 since last quarterly computer matching



Frequency of Computer Matching Program (continued)

- Quarterly Computer Matching (Feb, May, Aug, and Nov)
 - W-4 for all individuals age 18+
 - QW & UI for all individuals age 18+

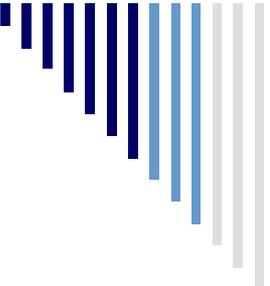
- For any 50058 with an action of: new admission, annual reexam, interim reexam, portability move-in, portability move-out, other change of unit, annual reexam – searching voucher, issuance of voucher, flat rent annual update and historical adjustment



Identity Verification Status

□ Identity Verification Status:

- Verified: tenant personal identifiers have been confirmed by SSA. ***Available income information is obtained***
- Not Verified: HUD has not yet sent tenant personal identifiers to SSA for verification



Identity Verification Status (continued)

□ Identity Verification Status:

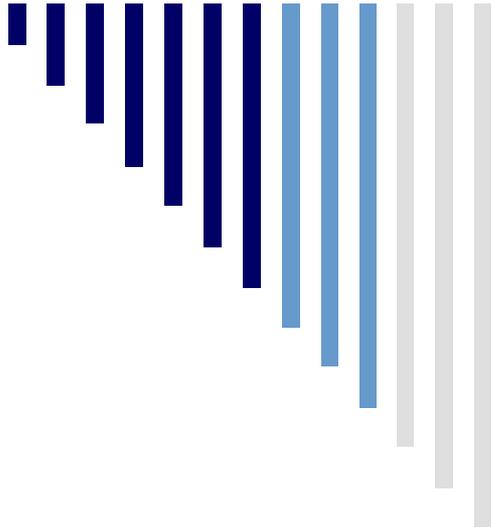
- Failed: tenant personal identifiers do not match SSA records. No income information is obtained.
- Deceased: SSA records indicate that the individual is deceased.

Identity Verification Status

EIV Example - 2

Family Member:	[REDACTED]	SSN:	***-**-9621
Date of Birth:	XX/XX/1990	Relationship:	Other youth under 18
<i>Verification failed - Date of birth matched, but surname did not match with SSA records.</i>			
Family Member:	[REDACTED]	SSN:	***-**-7921
Date of Birth:	XX/XX/1953	Relationship:	Other Adult
<i>Verification failed - SS benefits cannot be disclosed due to discrepancy in name.</i>			
Report Date: 08/28/2007		Back to top	
Confidential. Privacy Act Data. Civil and criminal penalties apply to misuse of this data.			

- Detailed failed verification description (in red) is available on Household Income Report



Introduction of HUD's EIV System

Effective Use of EIV

Logging onto EIV

**Secure Systems
Single Sign On**

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

User ID

Password

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

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

Content updated March 2, 2007

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

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

Logging onto EIV (continued)



Secure Systems

User Login help | search | home | logout

Legal Warning

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

Warning Notice

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

Message of the Day

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

The following changes are part of the new SAGIS release:

1. The Project Name **now includes** the Grant Application Number and the Fiscal Year to which it belongs. (Eg- GRANT0000001-2006)
2. Notifications will be sent to reviewers when applications are assigned.
3. A complete SF424 Report is now available in Excel Format.

(Updated by CS3535 on 2008-10-31)

Double Click → Accept Logout

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

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

Logging onto EIV (continued)

Secure Systems

help | search | home | logout

Main Menu

Welcome NICOLE FAISON

system administration

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

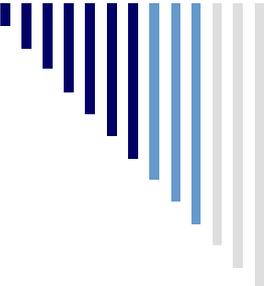
systems

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

Systems

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

Double Click on Link



Legal Warnings/Privacy Act – PHA Users

Notice of Your Responsibility for Security

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

Certification of EIV & Security Awareness Training **NEW!**

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

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

Authorization for the Release of Information

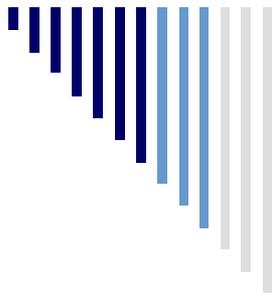
The data in the EIV system includes private and confidential information. Staff at Public Housing Agencies and PHA-hired private management agents may not view private information unless there is a signed Authorization for the Release of Information and Privacy Act Notice (Form HUD-9886) or equivalent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

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

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

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

Continue



Legal Warnings/Privacy Act – HUD Users

Enterprise Income Verification

[HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Legal Warning

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Click Each
Check Box

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Double Click

Continue

Getting Started in EIV

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

Welcome NICOLE X FAISON

Functions on Left In White Double Click to Access

EIV Announcement EIV v8.1.1
Announcement Date: 12/08/2008

12-08-08 The weekend EIV PIH and MF Housing Summarization jobs both ran successfully. All reports have been updated.

Cost-of-Living Adjustment (COLA): Based on the increase in the Consumer Price Index (CPI-W) from the third quarter of 2007 through the third quarter of 2008, Social Security (SS) and Supplemental Security Income (SSI) beneficiaries will receive a 5.8 percent COLA for 2009. We are matching all valid tenant household member SSNs against SSA databases in batches. As result, the data is being loaded incrementally. This process will not be complete until late in December. We will post a notice here when the data is complete.

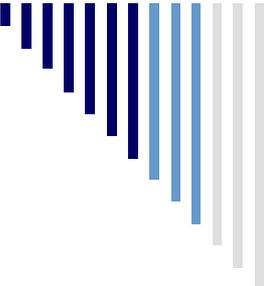
Timeout Notice!
Your EIV Session will time out after thirty (30) minutes of inactivity, closing the session and logging you off the system. The page that was active at the time the session timed out will continue to display. Before you can perform another system function, after a time out occurs, you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

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

Attention !!
Next User re-certification is due by "1/30/2009." . If not, Access will be Terminated at 12:00AM, EST 1/31/2009

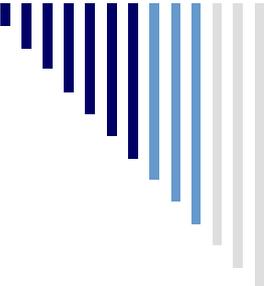
Left Sidebar:

- Welcome NICOLE X FAISON
- **Back to Secure Systems**
- Income Discrepancy Report**
- **Income Discrepancy Report**
- Income Information**
- **By Head of Household**
- **By Reexamination Month**
- **New Hires Report**
- Verification Reports**
- **Existing Tenant Search**
- **Multiple Subsidy Report**
- **Identity Verification Report**
- **Deceased Tenants Report**



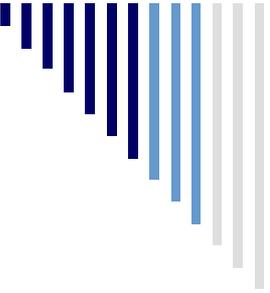
Viewing EIV Data For a Household

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



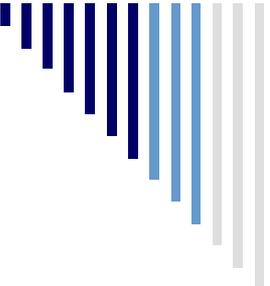
Viewing EIV Data For a Household (continued)

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



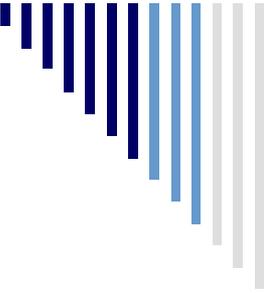
Use of EIV Income Report

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



Use of EIV Income Report (continued)

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



Access Tenant Information

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

Accessing Tenant Information By Head of Household (cont.)

Enterprise Income Verification HUD Home PIH Home EIV Home Search Email

Welcome NICOLE X FAISON

Double Click

EIV Announcement EIV v8.1.1
Announcement Date: 12/08/2008

12-08-08 The weekend EIV PIH and MF Housing Summarization jobs both ran successfully. All reports have been updated.

Cost-of-Living Adjustment (COLA): Based on the increase in the Consumer Price Index (CPI-W) from the third quarter of 2007 through the third quarter of 2008, Social Security (SS) and Supplemental Security Income (SSI) beneficiaries will receive a 5.8 percent COLA for 2009. We are matching all valid tenant household member SSNs against SSA databases in batches. As result, the data is being loaded incrementally. This process will not be complete until late in December. We will post a notice here when the data is complete.

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

Attention !!
Next User re-certification is due by "1/30/2009." . If not, Access will be Terminated at 12:00AM, EST 1/31/2009

Left Sidebar:

- Welcome NICOLE X FAISON
- Back to Secure Systems
- Income Discrepancy Report
- Income Discrepancy Report
- Income Information
- By Head of Household
- By Reexamination Month
- New Hires Report
- Verification Reports
- Existing Tenant Search
- Multiple Subsidy Report
- Identity Verification Report
- Deceased Tenants Report

Accessing Tenant Information By Head of Household (cont.)

Enterprise Income Verification

[HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Income Information >> By Head of Household

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

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

Enter Head of Household's Last Name:

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

Select a Participant Code:

Enter Data - Double Click

Enter SSN of Head of Household (HOH) or last name or date of birth of HOH
You must select a Participant Code (PHA Code) if searching by last name or DOB;
and you have access to date for more than one PHA

Example of PHA User with Access to Multiple PHAs

Enterprise Income Verification

[HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Income Information >> By Head of Household

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

Enter Head of Household's Social Security Number:

 - -

Enter Head of Household's Last Name:

exact match

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

Select a Participant Code:

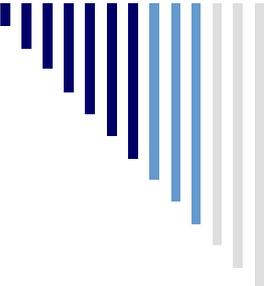
Select a Participant Code

- Select a Participant Code
- FL001 - Jacksonville Housing Authority
- IL002 - Chicago Housing Authority
- OH001 - Columbus Metropolitan Housing Authority
- TX004 - Housing Authority of Fort Worth

Accessing Tenant Information Household Income Report

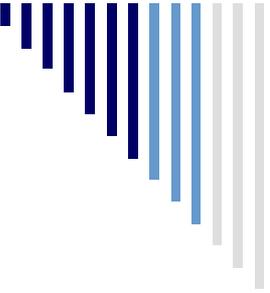
[Printer-Friendly Version](#)

Summary Report		Income Report		Income Discrepancy Report	
Wage and Benefit Report for Household of Elizabeth S Bailes					
PHA Code:		Program Type:	Public Housing		
PHA Name:	MHA	Project:			
Annual Reexamination Date:	05/01/2009	Form 50058 as of:	05/05/2008		
Address:					
Most Recent Type of Action:	2-Annual Reexamination	Effective Date:	05/01/2008		
Head of Household:					
Social Security Number:	***-**-57	Date of Birth:	XX/XX/1961		
Household Member:					
Date of Birth:	XX/XX/1961	SSN:	***-**-57		
		Relationship:	Head		
Employment Information					
Hire Date	Hire State	FEIN	Employer Name and Address	Date Received by EIV	
04/27/2005	OH	31-1465712	JUANITA S FAMILY RESTAURANT INC 425 TAYLOR, ZANESVILLE OH 43701	10/09/2005	
Wages					
Pay Period	Amount	FEIN	Employer Name and Address	Date Received by EIV	
Q2 of 2005	\$144.00	31-1465712	JUANITA'S FAMILY RESTAURANTS, 425 TAYLOR ST, ZANESVILLE OH 43701	12/03/2005	



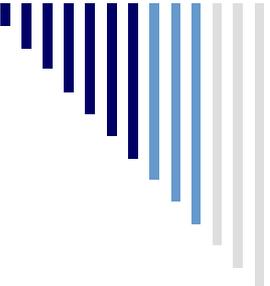
Contents of Household Income Report

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



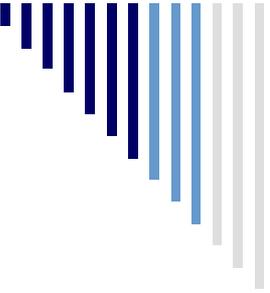
HOH Summary Information

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



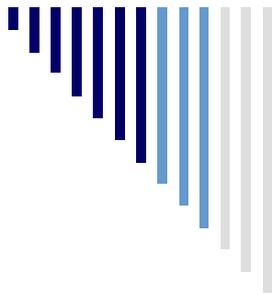
HOH Summary Information (continued)

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



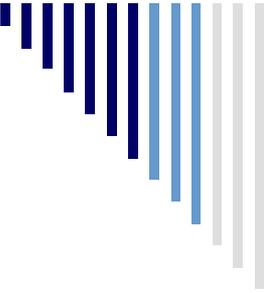
Employment Information (W-4)

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



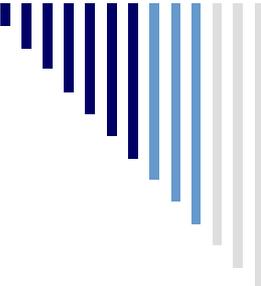
Employment Information - Example

Household Member:	[REDACTED]	SSN:	[REDACTED] - 57 [REDACTED]	
Date of Birth:	XX/XX/1961	Relationship:	Head	
Employment Information				
Hire Date	Hire State	FEIN	Employer Name and Address	Date Received by EIV
04/27/2005	OH	31-1485712	JUANITA S FAMILY RESTAURANT INC 425 TAYLOR, ZANESVILLE OH 43701	10/09/2005



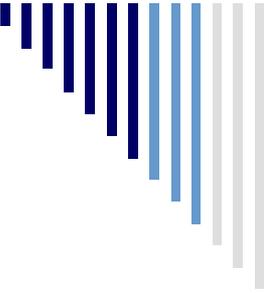
Wage Information

- This section of the Household Income Report contains wage information for each adult household member:
 - Pay Period (Quarter and Year)
 - Amount (of gross wages)
 - FEIN
 - Employer Name and Address
 - Date Received by EIV



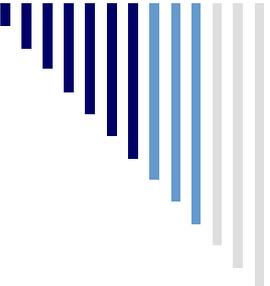
Wage Information – Example

Wages				
Pay Period	Amount	FEIN	Employer Name and Address	Date Received by EIV
Q2 of 2005	\$144.00	31-1465712	JUANITA'S FAMILY RESTAURANTS, 425 TAYLOR ST, ZANESVILLE OH 43701	12/03/2005



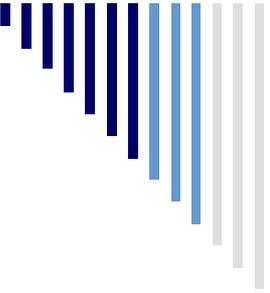
Unemployment Benefits

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



Unemployment Benefits - Example

Unemployment Benefits		
Pay Period	Amount	Date Received by EIV
Q2 of 2008	\$351.00	07/28/2008
Q1 of 2008	\$1,170.00	07/28/2008
Q2 of 2007	\$530.00	08/22/2007
Q1 of 2007	\$1,188.00	05/18/2007
Q2 of 2006	\$21.00	08/31/2006
Q1 of 2006	\$1,359.00	08/31/2006
Q2 of 2005	\$0.00	10/13/2005



Social Security (SS) Benefits

- This section of the Household Income Report contains SS information for each household member:
 - Payment Status Code (see handout)
 - Date of Current Entitlement
 - Net Monthly Benefit if Payable
 - Payee Name and Address
 - Benefit History
 - Lump Sum Date and Amount

Social Security Benefits - Example

Social Security Benefits			
Verification Data		Benefit History	
Payment Status Code:	C - Current payment status (except railroad payment)	Date	Gross Benefit
Date of Current Entitlement:	11/2008	12/2008	\$248.00 Benefits paid
Net Monthly Benefit if Payable:	\$248.00	11/2008	\$235.00 Benefits paid
Payee Name and Address:		Lump Sum	
		Date	Amount
		12/01/2008	\$0.00

SS Information:

Medicare Buy-in = Yes

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

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

Supplemental Security Benefits		Payment History of Net Benefits Paid			
Verification Data		Date	Federal Amount	State Amount	Type of Payment
Payment Status Code:	C01 - Current Pay	01/01/2008	\$637.00	\$0.00	Recurring Payment
Alien Indicator:	N	01/01/2007	\$623.00	\$0.00	Recurring Payment
SSI Monthly Assistance Amount (Current):	\$637.00	01/01/2006	\$603.00	\$0.00	Recurring Payment
State Supplement Amount (Current):	\$0.00	01/01/2005	\$579.00	\$0.00	Recurring Payment
Payee Name and Address:	ARTHUR L [REDACTED]	01/01/2004	\$564.00	\$0.00	Recurring Payment
		01/01/2003	\$552.00	\$0.00	Recurring Payment
		01/01/2002	\$545.00	\$0.00	Recurring Payment
		08/01/2001	\$531.00	\$0.00	Recurring Payment

Disability		On-set Date:
Disability:	Yes	

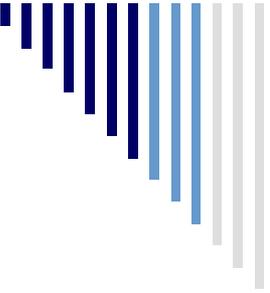
Report Date: 04/16/2008 [Back to top](#)

SS Information: Disallowed Claim

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

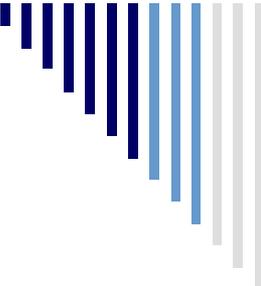
SS Information: Terminated Benefits

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



Dual Entitlement

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



Dual Entitlement – Example 1

Dual Entitlement

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

Dual Entitlement – Example 2

Dual Entitlement

Verification Data

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

Benefit History

Date

Gross Benefit

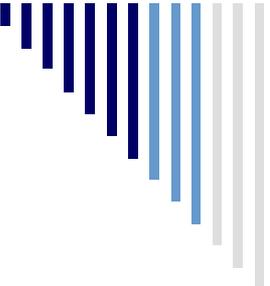
Other person's SSN

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

Dual Entitlement – Example 3

Benefits Not Paid

Social Security Benefits			
Verification Data		Benefit History	
Payment Status Code:	C - Current payment status (except railroad payment)	Date	Gross Benefit
Date of Current Entitlement:	4/1993	12/2007	\$283.00 Benefits paid
Net Monthly Benefit if Payable:	\$283.00	12/2006	\$277.00 Benefits paid
Payee Name and Address:	[REDACTED]	12/2005	\$268.00 Benefits paid
		12/2004	\$258.00 Benefits paid
		1/2004	\$251.00 Benefits paid
		12/2003	\$249.00 Benefits paid
		1/2003	\$244.00 Benefits paid
		12/2002	\$241.00 Benefits paid
		Lump Sum	
		Date	Amount
		04/01/2008	\$0.00
Dual Entitlement			
Verification Data		Benefit History	
Claim Number:	462884473-B	Date	Gross Benefit
Payment Status Code:	AD - Adjusted for dual entitlement	12/2007	\$38.00 Benefits not paid
Date of Current Entitlement:	4/1993	12/2006	\$37.00 Benefits not paid
Net Monthly Benefit if Payable:	\$38.00	12/2005	\$36.00 Benefits not paid
Payee Name and Address:	[REDACTED]	12/2004	\$35.00 Benefits not paid
		1/2004	\$34.00 Benefits not paid
		12/2003	\$32.00 Benefits not paid
		1/2003	\$31.00 Benefits not paid
		12/2002	\$28.00 Benefits not paid



Medicare Data

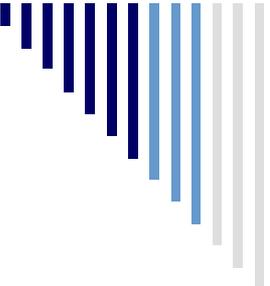
- This section of the Household Income Report contains Medicare Data for each household member:
 - Payee Name and Address
 - Premium Amount for Hospital & Supplemental Medical Insurance
 - Buy-in Status (Yes or No)
 - If “Yes” insurance is paid by a 3rd party
 - Not to be used for determining medical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



Medicare Data - Example

Medicare Data

Verification Data		Premium	Buy-in	Buy-in Start	Buy-in Stop
Payee Name and Address:	BRENDA [REDACTED] [REDACTED]	Hospital Insurance: \$0.00	N	Not Available	Not Available
		Supp. Med. Insurance: \$36.40	N	Not Available	Not Available



Supplemental Security Income Benefits

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

SSI Benefits - Example

Supplemental Security Benefits					
Verification Data		Payment History of Net Benefits Paid			
Payment Status Code:	CO1 - Current Pay	Date	Federal Amount	State Amount	Type of Payment
Alien Indicator:		01/01/2009	\$674.00	\$0.00	Recurring Payment
SSI Monthly Assistance Amount (Current):	\$674.00	12/02/2008	\$8,279.25	\$0.00	Underpayment
State Supplement Amount (Current):	\$0.00	07/01/2008	\$637.00	\$0.00	Recurring Payment
Payee Name and Address:		06/02/2008	\$1,911.00	\$0.00	Underpayment
		01/01/2008	\$637.00	\$0.00	Recurring Payment
		12/12/2007	\$3,000.00	\$0.00	Lump Sum Payment
		12/10/2007	\$1,869.00	\$0.00	Underpayment
		12/10/2007	\$4,940.75	\$0.00	Underpayment

SSI Information: Current Payment

Supplemental Security Benefits

Verification Data		Payment History of Net Benefits Paid			
Payment Status Code:	C01 - Current Pay	Date	Federal Amount	State Amount	Type of Payment
Alien Indicator:	A	05/01/2008	\$596.34	\$0.00	Recurring Payment
SSI Monthly Assistance Amount (Current):	\$596.34	04/02/2008	\$579.56	\$0.00	Underpayment
State Supplement Amount (Current):	\$0.00	01/01/2008	\$596.34	\$0.00	Recurring Payment
Payee Name and Address:	JOSEPH [REDACTED]	12/01/2007	\$582.34	\$0.00	Recurring Payment
		11/01/2007	\$579.37	\$0.00	Recurring Payment
		10/12/2007	\$1,869.00	\$0.00	Underpayment

Disability

Disability: Yes On-set Date:

SSI Information: Non-payment

Supplemental Security Benefits							
Verification Data	Payment History of Net Benefits Paid						
Payment Status Code: N32 - Non-pay - Capacity for substantial gainful activity - other work, no visual impairment	<table border="1"> <thead> <tr> <th>Date</th> <th>Federal State Amount</th> <th>Type of Payment</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Date	Federal State Amount	Type of Payment			
Date	Federal State Amount	Type of Payment					
Alien Indicator: SSI Monthly Assistance Amount (Current): \$0.00 State Supplement Amount (Current): \$0.00 Payee Name and Address: SANDRI [REDACTED] N [REDACTED]	<p>*This is <u>not</u> a true indicator that individual is disabled – DO <u>NOT</u> USE THIS AS AN INDICATOR TO QUALIFY THE FAMILY FOR \$400 DISABLED FAMILY DEDUCTION</p>						
Disability: Yes							

Report Date: 04/15/2008

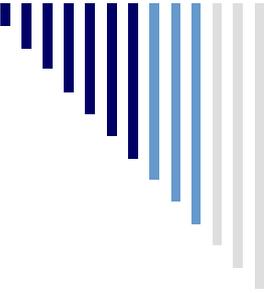


Disability

□ This section of the Household Income Report contains Disability information for each household member:

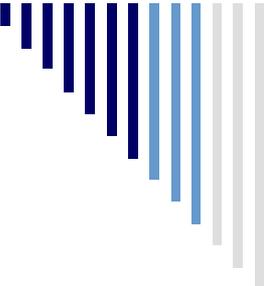
- Disability Status (Yes or No)
- On-set Date of Disability

Note: *Do not use this section for verification of disability!*



Disability - Example

Disability		
Disability:	Yes	On-set Date:



Using EIV to Verify SS/SSI Benefits

- HUD guidance - PIH Notice 2008-44
(see handout)
- PHA consults EIV to verify tenant-reported SS/SSI benefits
 - Print SS/SSI section of EIV report
- PHA may use EIV income report as 3rd party verification of benefits, if tenant does **not** dispute EIV-reported amount



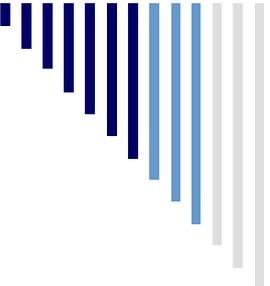
Using EIV to Verify SS/SSI Benefits (continued)

- If tenant disagrees with EIV-reported amount or benefit information is not in EIV, the PHA must require the tenant to provide a current SS/SSI benefit letter
- If tenant does not have a current benefit letter, refer the tenant to SSA:
 - Online request for a benefit letter: www.socialsecurity.gov; or
 - Toll-free number (800) 772-1213



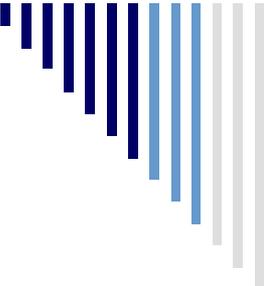
Using EIV to Verify SS/SSI Benefits (continued)

- Photocopy of Social Security check or bank statement is **not** acceptable verification!



Accessing Tenant Information By Reexamination Month

- Tenant information can be accessed for multiple tenants of a PHA
- Report criteria selection
 - Program Type
 - All
 - Public Housing
 - Section 8
 - Reexam Month
 - A specific month or all months
 - PHA Code



Accessing Tenant Information By Reexamination Month (cont.)

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

Accessing Tenant Information By Reexamination Month – continued

Enterprise Income Verification HUD Home PIH Home EIV Home Search Email

Welcome NICOLE X FAISON

Double Click

EIV Announcement EIV v8.1.1
Announcement Date: 12/08/2008

12-08-08 The weekend EIV PIH and MF Housing Summarization jobs both ran successfully. All reports have been updated.

Cost-of-Living Adjustment (COLA): Based on the increase in the Consumer Price Index (CPI-W) from the third quarter of 2007 through the third quarter of 2008, Social Security (SS) and Supplemental Security Income (SSI) beneficiaries will receive a 5.8 percent COLA for 2009. We are matching all valid tenant household member SSNs against SSA databases in batches. As result, the data is being loaded incrementally. This process will not be complete until late in December. We will post a notice here when the data is complete.

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

Attention !!
Next User re-certification is due by "1/30/2009." . If not, Access will be Terminated at 12:00AM, EST 1/31/2009

Left Sidebar:

- Welcome NICOLE X FAISON
- Back to Secure Systems
- Income Discrepancy Report
 - Income Discrepancy Report
- Income Information
 - By Head of Household
 - By Reexamination Month
 - New Hires Report
- Verification Reports
 - Existing Tenant Search
 - Multiple Subsidy Report
 - Identity Verification Report
 - Deceased Tenants Report

Accessing Tenant Information By Reexamination Month (continued)

Enterprise Income Verification

[HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Income Information >> By Reexamination Month

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

Select Program Type:

All PIH Programs ▼

Select Reexamination Month:

December ▼

Select Participant Code:

MO009 JEFFERSON CITY ▼

Double Click

Search

Accessing Tenant Information By Reexamination Month (continued)

Enterprise Income Verification

[HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

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

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

Select Program Type: All PIH Programs

Select Reexamination Month: December

Select Participant Code: MO009 JEFFERSON CITY

Search

Reports Summary as of December 07, 2008

Report Type	Number of Households	Number of Members
Income Report	37	47
Income Discrepancy Report	1	--
Failed Verification Report	0	0
Failed EIV Pre-Screening Report	1	1
No Income Report	0	0
New Hires Report	10	11

Double Click on Red Links

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

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

Summary Income Report

Income Report Summary	
Participant Code:	MO009 JEFFERSON CITY
Program Type:	All PIH Programs
Reexamination Month:	December
Households With Income:	37

[Download in Excel](#)
[Printer Friendly Page with ICN](#)

Click on Details Report Tab

1 - 37 of 37 Households

Summary Reports		Detail Reports				
HOH SSN	HOH First Name	HOH Last Name	HOH DOB	Project	Unit Code	Unit Address
43	DANIEL	[REDACTED]	08/27/1966			[REDACTED]
40	SETH	[REDACTED]	04/11/1978	MO009000003 DULLE TOWERS APARTMENTS	252	[REDACTED]
44	BEVERLY	[REDACTED]	12/22/1951			[REDACTED]

Printer-Friendly ICN Page

Head of Household Identifiers						
Name:	GZMDWTP M ABJSHME					
Social Security Number:	***-**-8456					
Date of Birth (mm/dd/yyyy):	XX/XX/1972					
Program Type:	Public Housing					
Project:	TREVITT HEIGHTS II					
Unit Address:	2846 TPUKKHCM NJC Columbus OH 43203					
Participant Code:	OH001					
Annual Reexamination Date:	02/01/2009					
Tenant Data from Form 50058 as of:	02/26/2008					
Most Recent Type of Action:	2-Annual Reexamination					
Effective Date:	02/01/2008					
<div style="border: 1px solid black; padding: 2px; display: inline-block;">ICN: OH001-02062009-1231728</div>						
Household Members						
Member SSN	Member First Name	Member Last Name	Date of Birth	Age	Relationship	Identity Verification Status
***-**-8456	GZMDWTP	ABJSHME	XX/XX/1972	36	Head	Verified
***-**-9201 *	KKFPF	WMCWZ	XX/XX/1989	19	Full time student 18+	Verified
***-**-4167	ABEKCBS	ZMZRHME	XX/XX/1993	15	Other youth under 18	Verified
***-**-8200	ATONF	DVZRHZZN	XX/XX/1997	11	Other youth under 18	Verified
* This member may be receiving multiple subsidies. See the Multiple Subsidy Tenant Report for details.						
The month and day values in the Date of Birth field have been masked for security reasons.						
Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data. Report Generated By - M00XXX FIRST - M00335 LAST - uv						
....FOR OFFICIAL USE ONLY....						

Detail Income Reports

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

Income Report Detail	
Participant Code:	M0009 JEFFERSON CITY
Program Type	All PIH Programs
Reexamination Month	December
Households With Income	37

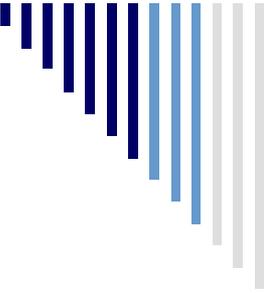
1 - 37 of 37 Households

[Summary Reports](#)

[Detail Reports](#)

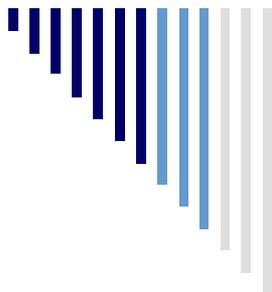
[Printer-Friendly Version](#)

Wage and Benefit Report for Household of DANIEL			
PHA Code:	M0009	Program Type:	Sec.8 Vouchers
PHA Name:	M0009 JEFFERSON CITY	Project:	
Annual Reexamination Date:	12/01/2009	Form 50058 as of:	11/25/2008
Address:	500 W. WASHINGTON BLVD JEFFERSON CITY MO 641010000		
Most Recent Type of Action:	2-Annual Reexamination	Effective Date:	12/01/2008
Head of Household: DANIEL [REDACTED]			
Social Security Number:	***-**-84[REDACTED]	Date of Birth:	XX/XX/1966
Household Member: DANIEL [REDACTED] SSN: ***-**-8[REDACTED]			
Date of Birth:	XX/XX/1966	Relationship:	Head
Employment Information			
EIV received no Employment (W4) data.			
Wages			
EIV received no income data.			



Income Discrepancy Report

- Identifies households with an income discrepancy
- Difference between PIC-reported and EIV-reported income is \$2,400 or greater
- Income discrepancy is based on potentially tenant unreported or underreported:
 - Wages
 - Unemployment benefits
 - SS/SSI benefits



Summary Income Discrepancy Report

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

[Download in Excel](#)

Click on Details Report Tab

1 - 1 of 1 Households

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

1 - 1 of 1 Households

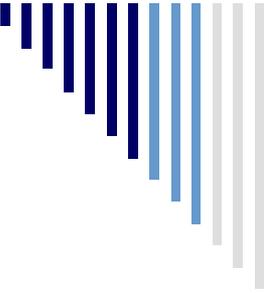
Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Detail Income Discrepancy Reports

Income Discrepancy Report Detail	
Participant Code:	MO009 JEFFERSON CITY
Program Type	All PIH Programs
Reexamination Month	December
Households that Exceed Threshold	1

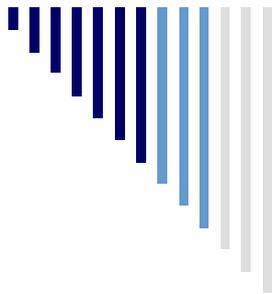
1 - 1 of 1 Households

Summary Reports	Detail Reports
Head of Household Information	
Name:	SUE [REDACTED]
Social Security Number:	[REDACTED] 272
Program Type	Section 8
Project:	
Effective Date of Action:	12/01/2007
Annual Reexamination Date:	12/01/2008
Projected Annual Wages and Benefits from Form HUD-50058:	\$705.00
Period Of Income for Discrepancy Analysis	09/01/2006 - 08/31/2007
Discrepancy Analysis	Actuals Annualized Last Quarter
Reported Annual Wages and Benefits from EIV Data:	\$8,365.76 \$8,523.48
Amount of Annual Income Discrepancy:	(\$7,660.76) (\$7,818.48)
Amount of Monthly Income Discrepancy:	(\$638.40) (\$651.54)
Percentage of Income Discrepancy:	(91.57%) (91.73%)
Confidential. Privacy Act Data. Civil and criminal penalties apply to misuse of this data.	



Failed Verification Report

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



Failed Verification Report - Example

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

Failed Verification Report	
Participant Code:	FL001 Jacksonville
Program Type:	All PIH Programs
Reexamination Month:	May
Households that Failed Verification:	4

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1 - 4 of 4 Households

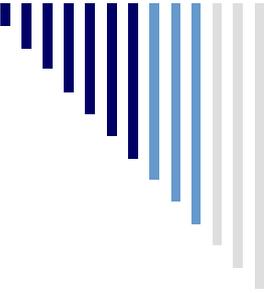
HOH SSN [REDACTED] 39 HOH Name BBMVS JZVLWSD HOH DOB 09/02/1950 Project FL001000048 Brentwood Lake				
Member SSN	Member Name	Member DOB	Failed Verification Description	
89	BBMVS JZVLWSD	09/02/1950	Verification failed - SSN not found in SSA records	98

HOH SSN [REDACTED] 30 HOH Name MGOWHXFL DKZSGO HOH DOB 04/07/1983 Project FL001000047 Riviera Apartments				
Member SSN	Member Name	Member DOB	Failed Verification Description	
766	QKSDGO JZVCFD	01/30/2003	Verification failed - SSN not found in SSA records 767	



Guidance on Failed Verification Report

- No income information is obtained for any individual listed on this report
- View report on a monthly basis (minimum)
- Update 50058s **ASAP** to obtain income information
- See PIH Notice 2008-44 for suggested corrective actions to address errors



Guidance on Failed Verification Report (continued)

- Failed Verification Report often provides:
 - Correct SSN
 - Correct DOB
 - Informs you if tenant is receiving SS/SSI benefits
 - Ask the tenant for a current benefit verification letter



Failed EIV Pre-Screening Report

- ❑ Identifies household members that were not sent to SSA for verification because the SSN or 50058 failed HUD's EIV pre-screening test
- ❑ Provides PHAs information useful in correcting invalid tenant personal identifiers (Surname, DOB, SSN)
- ❑ Provides clarification of error descriptions
- ❑ PHAs can use this report to update 50058s and improve PIC reporting rate

Failed EIV Pre-screening Error Descriptions

Failed EIV Prescreen - Error Code Description - Microsoft Internet Explorer

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

Failed EIV Pre-screening Report - Example

Enterprise Income Verification

[HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Income Information >> [By Reexamination Month](#) >> [Reports Summary](#) >> Failed EIV Pre-Screening Report

Failed EIV Pre-Screening Report

Participant Code:	MO009 JEFFERSON CITY
Program Type:	All PIH Programs
Reexamination Month:	December
Households that Failed EIV Pre-Screening Test:	1

Click here for error descriptions

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[Error Description Help](#)

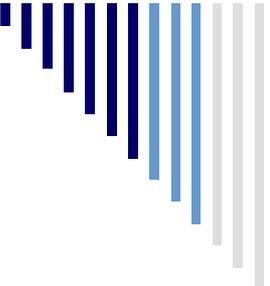
1 - 1 of 1 Households

HOH SSN 486-04-1527 | HOH Name ERICA HANSBROUGH | HOH DOB 08/30/1980 | Project MO009000001 HOUSING AUTHORITY OF JEFFERSON CITY

Member SSN	Member Name	Member DOB	Failed EIV Pre-screening Description
H00-18-0373		08/26/2008	Failed SSN check.

1 - 1 of 1 Households

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



No Income Report

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

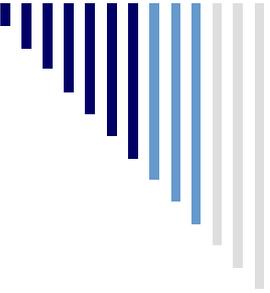
No Income Report - Example

Income Information >> [By Reexamination Month](#) >> [Reports Summary](#) >> No Income Report

No Income Report	
Participant Code:	AL047 HUNTSVILLE
Program Type:	All PIH Programs
Reexamination Month:	All
Households With No Income:	32
Download in Excel Printer Friendly Version	

1 - 32 of 32 Households

HOH SSN	HOH First Name	HOH Last Name	HOH DOB	Project	Unit Code	Unit Address
55	TAMIEKA		08/18/1975			
12	PAMELA		03/27/1982	AL047000004 BUTLER TERRACE ADDITION	0109	
44	GLADYS		10/08/1958	AL047000003 SPARKMAN HOMES	0100	
13	DIANNA		11/14/1956			



New Hires Report

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

Summary New Hires Report

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

New Hires Summary Report	
Participant Code:	MO009 JEFFERSON CITY
Program Type:	All PIH Programs
Reexamination Month:	December
Period Reviewed:	06/10/2008 - 12/07/2008
Households With New Hires:	10
Household Members With New Hires:	11

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Click on Details Report Tab

1 - 10 of 10 Households

Summary Reports		Detail Reports						
HOH SSN	HOH First Name	HOH Last Name	HOH DOB	Member Name	Program Type	Project	Unit Code	Unit Address
44	BEVERLY	[REDACTED]	12/22/1951	BEVERLY [REDACTED]	Sec.8 Vouchers			[REDACTED]
44	DEBORAH	[REDACTED]	04/04/1953	DEBORAH [REDACTED]	Public Housing	MO009000003	247	[REDACTED]
11	AMANDA	[REDACTED]	03/16/1989	BRYAN [REDACTED]	Public Housing	MO009000001	39	[REDACTED]

Detail New Hires Reports

New Hires Report Detail	
Participant Code:	MO009 JEFFERSON CITY
Program Type:	All PIH Programs
Reexamination Month:	December
Period Reviewed:	06/10/2008 - 12/07/2008
Households With New Hires:	10
Members With New Hires:	11

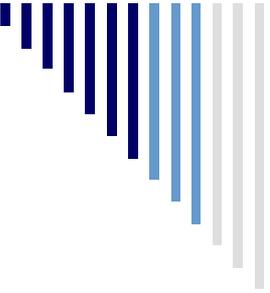
1 - 10 of 10 Households

Summary Reports

Detail Reports

[Printer Friendly Version](#)

New Hires Report for Household of BEVERLY A BANKS				
PHA Code:	MO009	Program Type:	Sec.8 Vouchers	
PHA Name:	MO009 JEFFERSON CITY	Project:		
Annual Reexamination Date:	12/01/2009	Form 50058 as of:	11/25/2008	
Address:	[REDACTED]			
Most Recent Type of Action:	2-Annual Reexamination	Effective Date:	12/01/2008	
Head of Household: BEVERLY A [REDACTED]				
Social Security Number:	***-**-14**	Date of Birth:	XX/XX/1951	
Family Member: BEVERLY A [REDACTED] SSN: ***-**-14** Date of Birth: XX/XX/1951				
Employment Information				
Hire Date	Hire State	FEIN	Employer Name and Address	Date Received by EIV
06/03/2008		06-1535240	SANITORS SERVICES INC 4811 N 7TH ST STE 100, PHOENIX AZ 85014-3604	10/15/2008



EIV Reports

- Existing Tenant Search
- Stand alone reports:
 - New Hires Report
 - Multiple Subsidy Report
 - Identity Verification Report
 - Deceased Tenants Report
 - Income Discrepancy Report
- Simply double click on the appropriate white link on the left-hand side of the screen

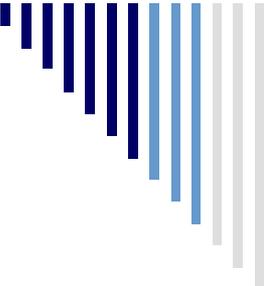
EIV Functions Menu



Welcome NICOLE X FAISON

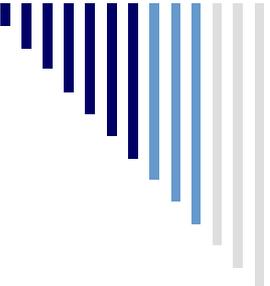
- **Back to Secure Systems**
- **Income Discrepancy Report**
- **Income Discrepancy Report**
- **Income Information**
- **By Head of Household**
- **By Reexamination Month**
- **New Hires Report**
- **Verification Reports**
- **Existing Tenant Search**
- **Multiple Subsidy Report**
- **Identity Verification Report**
- **Deceased Tenants Report**

Click on the desired link to access report



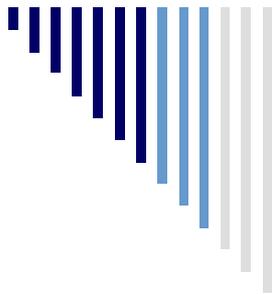
New Hires Report Information

- HUD requests two years' worth of new hire information each month
- Employment information section on the Income Report includes:
 1. Hire Date
 2. Hire State
 3. Employer Name & Address
 4. Date EIV received information
- Useful for identifying tenants who have started a new job
- New Hire information is **updated monthly** – most employers report in **30 days or less** from date of hire



New Hires Report Information (continued)

- For PHAs with an interim (income increase) reexam policy, EIV can alert you to new employment within 60 days (or less) of new hire
 - Proactive outreach to tenants for rent adjustments in a timely manner
 - Eliminate/reduce amount of tenant retroactive rent
- Reduce need for 3rd party verification of new employment



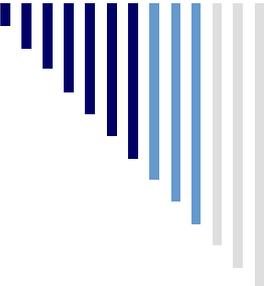
New Hires Report Summary Reports

New Hires Summary Report	
Participant Code:	KS004 WICHITA
Program Type:	All PIH Programs
Reexamination Month:	All
Period Reviewed:	10/15/2007 - 04/12/2008
Households With New Hires:	610
Members With New Hires:	646

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[1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [Next Group](#) 
 1 - 50 of 610 Households [Last Page](#)

Summary Reports		Detail Reports						
HOH SSN	HOH First Name	HOH Last Name	HOH DOB	Member Name	Program Type	Project	Unit Code	Unit Address
	LEILA		03/29/1977	LEILA	Public Housing	KS004002		
	CONNIE		07/28/1955	SHANTAE	Sec.8 Vouchers			
	PEGGY		12/11/1970	PEGGY	Sec.8 Vouchers			



New Hires Report Detail Reports

Employment Information				
Hire Date	Hire State	FEIN	Employer Name and Address	Date Received by EIV
08/01/2007	MD	41-0215170	TARGET CORPORATION PO BOX 9401, MINNEAPOLIS MN 55440-9401	08/21/2007
06/25/2007	MD	61-1193912	PAPA JOHN S USA INC PO BOX 99900, LOUISVILLE KY 40269-0900	07/17/2007

EIV received new hire information
Within 20 days of hire date!

New Hires – Details Report

Employment Information				
Hire Date	Hire State	FEIN	Employer Name and Address	Date Received by EIV
01/27/2008	NC	27-0034834	FUEL COLLEGE LLC 214 N TRYON ST, CHARLOTTE NC 28202-1078	02/16/2008
01/23/2008	NC	20-2863773	RESTAURANT ONE FIFTY LLC 522 COLUMBUS AVE, NEW YORK NY 10024-3404	02/16/2008
12/27/2007	NC	27-0034833	FUEL ON THE GREEN LLC 500 S COLLEGE ST, CHARLOTTE NC 28202-1872	01/18/2008
11/23/2007	NC	20-2719693	UPISLAND LLC 16930 W CATAWBA AVE STE 200, CORNELIUS NC 28031-5639	01/18/2008
01/02/2007	MD	71-0794409	WAL-MART ASSOCIATES, INC. 702 SW 8TH ST, BENTONVILLE AR 72712-6209	01/18/2007
08/28/2006	MD	20-1111413	JJ FISHER LLC 201 E PRATT STREET, BALTIMORE MD 21202	11/27/2006
11/02/2005	MD	04-2073156	KB TOYS RETAIL INC 100 WEST STREET, PITTSFIELD MA 01201	11/27/2006
07/27/2005	MD	42-1605002	STEVE BARRY S MARYLAND INC 12 HARBOR PARK DRIVE, PORT WASHINGTON NY 11050	11/27/2006

New Hire Date Not Available

Hire date not transmitted – confirm hire date with tenant or employer. May have begun work between April and June of 2007 based on wage info

Hire Date	Hire State	FEIN	Employer Name and Address	Date Received by EIV
Not Available		57-0892447	FIRST SUN MANAGEMENT CORP PO BOX 392, 977 TIGER BLVD, CLEMSON SC 29633	12/03/2005

Wages

Pay Period	Amount	FEIN	Employer Name and Address	Date Received by EIV
Q2 of 2007	\$1,313.00	57-0892447	FIRST SUN MANAGEMENT CORP T/A PO BOX 392, CLEMSON SC 29633-0392	11/17/2007
Q1 of 2007	\$1,301.00	57-0892447	WENDY'S OLD FASHIONED HAMBURGERS 209 WESTERN BLVD, JACKSONVILLE NC 28546-5730	08/22/2007
Q4 of 2006	\$2,652.00	57-0892447	WENDY'S OLD FASHIONED HAMBURGERS 209 WESTERN BLVD, JACKSONVILLE NC 28546-5730	05/18/2007
Q3 of 2006	\$2,008.00	57-0892447	WENDY'S OLD FASHIONED HAMBURGERS 209 WESTERN BLVD, JACKSONVILLE NC 28546-5730	03/14/2007
Q2 of 2006	\$1,422.00	57-0892447	WENDY'S OLD FASHIONED HAMBURGERS 209 WESTERN BLVD, JACKSONVILLE NC 28546-5730	11/28/2006
Q4 of 2005	\$1,131.00	57-0892447	WENDY'S OLD FASHIONED HAMBURGERS 209 WESTERN BLVD, JACKSONVILLE NC 28540-0000	05/25/2006
Q3 of 2005	\$78.00	57-0892447	WENDY'S OLD FASHIONED HAMBURGERS 209 WESTERN BLVD, JACKSONVILLE NC 28540-0000	02/27/2006

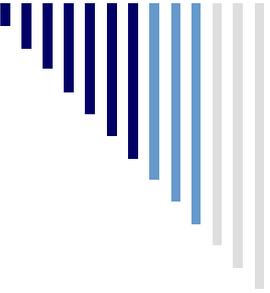
Employment Information

Employment Information				
Hire Date	Hire State	FEIN	Employer Name and Address	Date Received by EIV
10/16/2006	MD	23-2739582	GENESIS HEALTHCARE CORP 115 E MELROSE AVE, BALTIMORE MD 21212-2945	07/17/2007
10/10/2005	MD	52-0591538	ASSOCIATED CATHOLIC CHARITIES INC 2305 N CHARLES ST, BALTIMORE MD 21218-5128	07/17/2007
<div style="border: 1px solid black; border-radius: 50%; padding: 5px; display: inline-block;"> Same employer; Different name; Same FEIN </div>				
Wages				
Pay Period	Amount	FEIN	Employer Name and Address	Date Received by EIV
Q2 of 2007	\$2,337.00	23-2739582	MI ACQUISITION CORPORATION PO BOX 283, SAINT LOUIS MO 63166-0283	11/17/2007
Q1 of 2007	\$2,475.00	23-2739582	MI ACQUISITION CORPORATION PO BOX 283, SAINT LOUIS MO 63166-0283	07/17/2007
Q4 of 2006	\$1,969.00	23-2739582	MI ACQUISITION CORPORATION PO BOX 283, SAINT LOUIS MO 63166-0283	07/17/2007
Q3 of 2006	\$156.00	52-1711371	JENKINS MEMORIAL NURSING HOME 3320 BENSON AVE, BALTIMORE MD 21227-1035	07/17/2007
Q3 of 2006	\$21,818.00	52-1876402	CHESAPEAKE ELECTRICAL SRVS INC PO BOX 886, DUNKIRK MD 20754-0886	07/17/2007
Q2 of 2006	\$4,775.00	52-1711371	JENKINS MEMORIAL NURSING HOME INC, 3320 BENSON AVE, BALTIMORE MD 21227-1035	07/17/2007
Q2 of 2006	\$14,877.00	52-1876402	CHESAPEAKE ELECTRICAL SRVS INC PO BOX 886, DUNKIRK MD 20754-0886	07/17/2007
Q1 of 2006	\$2,776.00	52-1711371	JENKINS MEMORIAL NURSING HOME INC, 3320 BENSON AVE, BALTIMORE MD 21227-1035	07/17/2007
Q4 of 2005	\$4,267.00	52-1711371	JENKINS MEMORIAL NURSING HOME INC, 3320 BENSON AVE, BALTIMORE MD 21227-1035	07/17/2007



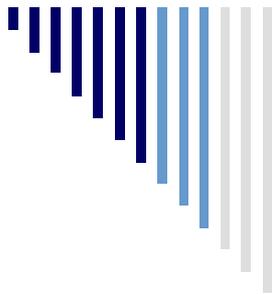
Reasons for No New Hire or Wage Information

- Individual was hired more than two years ago
- Employer did not submit information
- Recent new hire
 - i.e. Hire date is 11/25/08 (qtr 4); quarter 4 wages will not appear in EIV until May '09



Existing Tenant Search

- Allows user to enter a SSN to determine if individual may be receiving rental assistance in PIH or MFH programs
- Beneficial for PHAs at time of processing applications for rental assistance



Accessing the Existing Tenant Search

Verification Reports >> Existing Tenant Search

Existing Tenant Search

Enter Social Security Number:

 - -

Get Report



Existing Tenant Search Results - Negative

Enterprise Income Verification

[HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

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

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

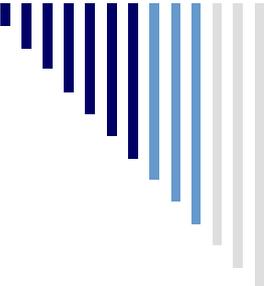
PIH Tenant Match Results : 0 match found.

No match found in PIH programs

MF Tenant Match Results : 0 match found.

No match found in MF programs

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



Existing Tenant Search Results - Positive

PIH Tenant Match Results : 1 match found.

SSN:	88
HOH SSN:	***-**-88
HOH First Name	REGINALD
HOH Last Name	
Program Type	Voucher
50058 Type Of Action	Interim Reexamination
50058 Effective Date	04/01/2008
PHA	TX009 Dallas
PHA Address	3939 N. Hampton Road,,DALLAS,TX,75212-
PHA Telephone Numbers	Office: (214) 951-8300 Fax: (214) 951-8800

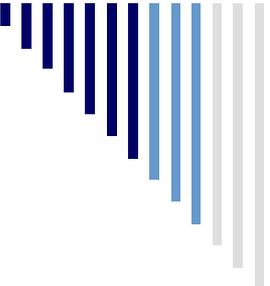
MF Tenant Match Results : 0 match found.

No match found in MF programs

ALERT! This individual *may be* currently assisted.

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

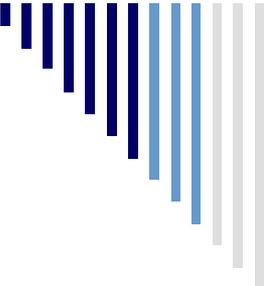
Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.



Existing Tenant Search

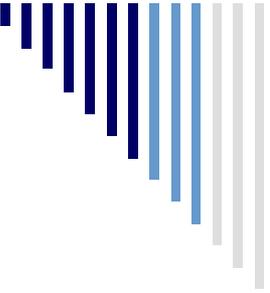
What to do if there is a match

- Advise applicant it appears he/she is already receiving assistance
- Give applicant opportunity to explain and/or provide documentation he/she is not still assisted
 - Copy of current lease
 - Notice of key return for prior subsidized unit



What to do if there is a match (continued)

- If necessary, contact PHA to confirm current tenancy status
- Take action in accordance with PHA policy
- Avoid admitting family into program until you have received confirmation that family is not already assisted



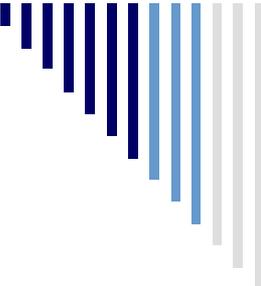
Multiple Subsidy Report

- Identify individuals who may be receiving multiple HUD rental assistance (analysis of PIC & TRACS databases)
- Report criteria selection – search within:
 - Specific PHA
 - PIH programs only
 - Both PIH & MFH programs



Multiple Subsidy Report - continued

- Lists which households identified (potential) participant may be residing in. Includes the following information
 - HOH SSN
 - HOH Last Name
 - Program Type
 - Relationship of household member
 - PHA Code
 - Project Code (if applicable)
 - Unit address



Accessing the Multiple Subsidy Report

Enterprise Income Verification

[HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Verification Reports >> Multiple Subsidy Report >> Report Selection

Multiple Subsidy Report

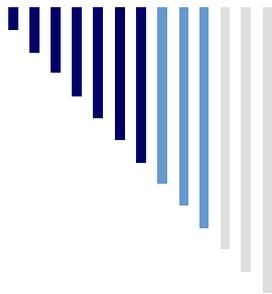
By Participant Code :

FL001 - Jacksonville Housing Authority

Search within PIH Program only

Search within PIH and MF Programs

Search



Summary Multiple Subsidy Report

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

Multiple Subsidy Report Summary	
Participant Code:	FLO01
Members Receiving Multiple Subsidies:	9
Search Criteria:	Within PIH and MF Programs

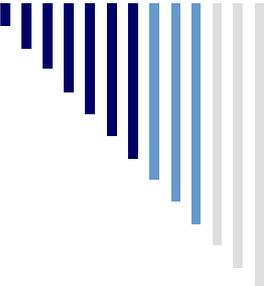
[Printer-Friendly Version](#)

[Download in Excel](#)

1 - 9 of 9 Members

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

1 - 9 of 9 Members



Multiple Subsidy Report Details

Summary Reports

Detail Reports

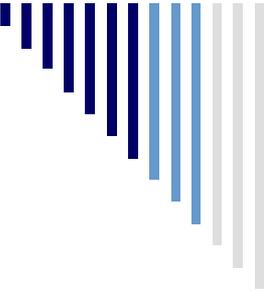
Member Information

Member SSN	██████████6
Member Last Name	ALEXANDER
Member DOB	01/16/2003
PHA Code	MD002
Program Type	Voucher
Project Code	
50058 Effective Date	08/24/2006
Type of Action	7-Other Change of Unit

Household Information of Households Where ALEXANDER Receives Subsidy

HOH SSN	██████████4
HOH Last Name	Jackson
Program Type	Voucher
Relationship for the Member	Other youth under 18
PHA Code	MD002
Project Code	
Unit Address	1925 North Longwood St , Baltimore , MD , 21216

HOH SSN	██████████6
HOH Last Name	ADAMS
Subsidy Type	
Relationship for the Member	
Contract Number	MD06H020056
Project Number	05235338
Unit Address	139 W HENRIETTA ST 0139 , BALTIMORE , MD , 21230



Reasons For False/Positives

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

Detail Multiple Subsidy Report

Example of False/Positive #1

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

Detail Multiple Subsidy Report

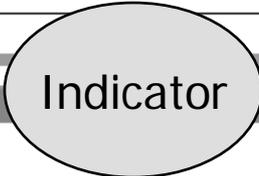
Example of False/Positive #2

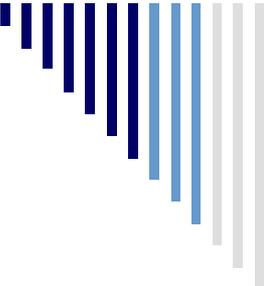
Member Information	
Member SSN	75
Member Last Name	BALL
Member DOB	02/21/1944
Count of Subsidies	2
Household Information of Households Where BALL Receives Subsidy	
Member First Name	D
HOH SSN	75
HOH Last Name	BALL
Program Type	Voucher
Relationship for the Member	Head
Project Code	
50058 Effective Date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

Same address – no problem

Alert of Multiple Assistance on Household Income Report

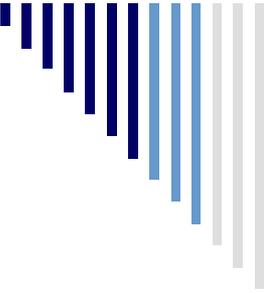
Summary Report	Income Report	Income Discrepancy Report
Wage and Benefit Report for Household of LUL [REDACTED]		
PHA Code:	MO001	Program Type: Sec.8 Vouchers
PHA Name:	ST. LOUIS	Project:
Annual Reexamination Date:	01/01/2009	Form 50058 as of: 01/31/2008
Address:	[REDACTED]	
Most Recent Type of Action: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





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

- Update family composition on 50058, if necessary
- Advise tenant it appears he/she is already receiving assistance
- Give tenant opportunity to explain and/or provide documentation he/she is not still assisted
 - Copy of current lease
 - Notice of key return for prior subsidized unit



What to do if there is a match - (continued)

- If necessary, contact PHA to confirm current tenancy status
- Take action in accordance with PHA policy



Accessing the Identity Verification Report

- Provides statistics on:
 - Number of households and household members
 - Number and percentage of households where all members are verified
 - Number and percentage of households not verified
 - Number and percentage of households that have failed the identity verification process
- Report selection criteria
 - Program Type
 - Reexam Month
 - PHA
- PHA should view report monthly

Identity Verification Report – Report Selection

Enterprise Income Verification

[HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Verification Reports >> Identity Verification Report >> Report Selection

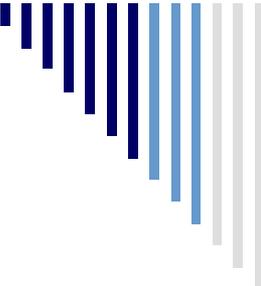
Report Selection

Program Type:

Reexamination Month:

Select Region:

PHA



Identity Verification Report

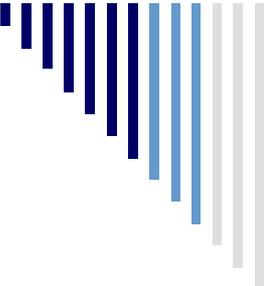
Verification Reports >> Identity Verification Report >> [Report Selection](#)

Identity Verification Report	
Program Type	All
Reexamination Month	All
Region	FL001 Jacksonville

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Identity Verification Report Statistics	
Number of households (excluding EOP)	9,755
Number of households with all members verified (Verified or Deceased)	7,229
Percentage of verified households	74.11%
Number of households where one or more members are Not-Verified or Failed	2,526
• Number of households Not-Verified (verification in process)	142
• Percentage of households Not-Verified	01.46%
• Number of households Failed	2,384
• Failed EIV Pre-screening	2,281
• Failed the SSA Identity Test	103
• Percentage of households Failed	24.44%
Number of household members	25,722
Total number of deceased household members	15
Percentage of household members who are Not-Verified	01.24%
Percentage of household members who are Failed	22.82%

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



Accessing the Income Discrepancy Report

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



Accessing the Income Discrepancy Report (continued)

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

Income Discrepancy Report Report Selection

Enterprise Income Verification

[HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Income Discrepancy Report >> Report Selection

Select Program Type, Reexamination Month and Threshold Value:

Program Type: All PIH Programs ▾

Reexamination Month: ALL ▾

Threshold: 5 ▾ %

Select Region:

PHA FL001 - Jacksonville Housing Authority ▾

Get Report

Income Discrepancy Report

PHA Level: Top

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

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

[Printer-Friendly Version](#)

[Download in Excel](#)

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

(\$58,417.06)-(\$32,017.80)	(\$31,941.09)-(\$27,449.97)	(\$27,388.49)-(\$24,832.00)	(\$24,731.39)-(\$22,272.00)
(\$22,219.12)-(\$20,551.16)	(\$20,522.00)-(\$19,028.00)	(\$19,028.00)-(\$17,391.00)	(\$17,377.07)-(\$16,035.33)
(\$16,016.57)-(\$14,921.47)	(\$14,911.61)-(\$13,610.67)	(\$13,608.74)-(\$12,674.20)	(\$12,667.90)-(\$11,919.98)
(\$11,900.39)-(\$11,139.62)	(\$11,133.38)-(\$10,244.00)	(\$10,199.47)-(\$9,484.00)	(\$9,467.63)-(\$8,751.00)
(\$8,742.38)-(\$8,057.85)	(\$8,046.00)-(\$7,361.73)	(\$7,360.29)-(\$6,638.82)	(\$6,631.64)-(\$6,020.70)
(\$6,018.78)-(\$5,307.13)	(\$5,290.54)-(\$4,770.00)	(\$4,747.00)-(\$4,288.14)	(\$4,240.00)-(\$3,801.31)
(\$3,801.00)-(\$3,194.89)	(\$3,191.00)-(\$2,727.19)	(\$2,725.00)-(\$1,936.00)	(\$1,932.02)-(\$1,140.00)
(\$1,093.44)-(\$617.98)			

1 to 50 of 1423 Households

[Next](#)

Income Discrepancy Report

PHA Level: Bottom

1 to 50 of 1423 Households

 Next

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

Income Discrepancy Report

Tenant Level

Print

Summary Report

Income Report

Income Discrepancy Report

Head of Household Information

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

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

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

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

Report Generated By - H18XXX NICOLE X FAISON

Income Potentially Not Reported (Household Income Report)

Hire Date	Hire State	FEIN	Employer Name and Address	Date Received by EIV
03/24/2008	LA	72-1095785	GLY TECH SERVICES INC 2054 PAXTON ST, HARVEY LA 70058-5905	07/26/2008
11/04/2004		43-0398035	FOLEYS 1110 MAIN STREET, HOUSTON TX 77002	01/16/2006
06/21/2004		72-0456253	THE WATERFRONT EMPLOYERS OF NEW ORLEANS 721 RICHARD STREET, SUITE B, NEW ORLEANS LA 70130	01/16/2006
03/04/2004		76-0442653	LMI HHI LTD 701 MARKET STREET 4TH FL, PHILADELPHIA PA 19106	01/16/2006

Wages				
Pay Period	Amount	FEIN	Employer Name and Address	Date Received by EIV
Q2 of 2008	\$6,807.00	72-1095785	GLY TECH SERVICES INC PO BOX 1265, HARVEY LA 70059-1265	11/20/2008
Q4 of 2007	\$2,651.00	75-2968033	ABLE SECURITY & INVESTIGATIONS INC 3024 FORT WORTH AVE, DALLAS TX 75211-2412	07/26/2008
Q4 of 2007	\$21,500.00	72-1453397	VOTER VOICE LLC 11505 PERKINS RD STE E, BATON ROUGE LA 70810-9103	07/26/2008
Q3 of 2007	\$7,433.00	75-2968033	ABLE SECURITY & INVESTIGATIONS INC 3024 FORT WORTH AVE, DALLAS TX 75211-2412	07/26/2008
Q2 of 2007	\$4,140.00	75-2968033	ABLE SECURITY & INVESTIGATIONS INC 3024 FORT WORTH AVE, DALLAS TX 75211-2412	07/26/2008
Q1 of 2007	\$4,700.00	75-2968033	ABLE SECURITY & INVESTIGATIONS INC 3024 FORT WORTH AVE, DALLAS TX 75211-2412	07/26/2008
Q4 of 2006	\$3,776.00	75-2968033	ABLE SECURITY & INVESTIGATIONS INC 3024 FORT WORTH AVE, DALLAS TX 75211-2412	07/26/2008
Q3 of 2006	\$8,943.00	72-1095785	GLY TECH SERVICES INC PO BOX 1265, HARVEY LA 70059-1265	07/26/2008
Q2 of 2006	\$10,946.00	72-1095785	GLY TECH SERVICES INC PO BOX 1265, HARVEY LA 70059-1265	07/26/2008

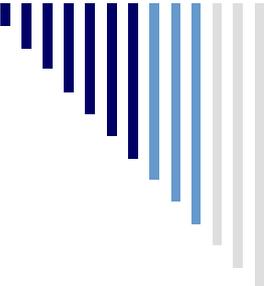
Unemployment Benefits			
Pay Period	Amount	Date Received by EIV	
Q3 of 2008	\$0.00	11/20/2008	
Q1 of 2008	\$1,527.00	07/26/2008	
Q4 of 2007	\$1,880.00	07/26/2008	
Q2 of 2006	\$686.00	08/31/2006	
Q1 of 2006	\$1,568.00	05/26/2006	
Q4 of 2005	\$784.00	05/26/2006	

How to Read Income Discrepancy Report

Past
Actual
Earnings

Future
Projected
Earnings

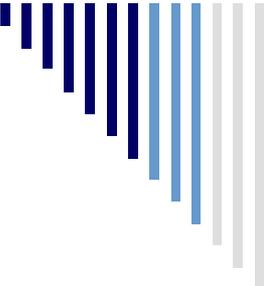
Household Income Discrepancy						
SSN	Last Name	Program Type	Project	Annual Income Discrepancy (Actual)	Annual Income Discrepancy (Annualized Last Quarter)	Outlier
<u>32</u>	BENNETT	Public Housing	TX009000003	(\$101,678.74)	(\$130,433.48)	N
<u>88</u>	JACKSON	Sec. 8 Vouchers		(\$42,304.00)	(\$104,124.00)	N
<u>34</u>	HENDERSON	Sec. 8 Vouchers		(\$47,113.00)	(\$87,924.00)	N
<u>02</u>	THOMAS	Public Housing	TX009000001	(\$66,880.00)	(\$77,748.00)	N
<u>74</u>	MOORE	Public Housing	TX009000008	(\$66,431.89)	(\$75,612.07)	N
<u>41</u>	TUCKER	Sec. 8 Vouchers		(\$45,427.00)	(\$70,724.00)	N
<u>12</u>	RAY	Sec. 8 Vouchers		(\$58,417.06)	(\$66,003.85)	N
<u>20</u>	GORDON	Sec. 8 Vouchers		(\$56,977.25)	(\$61,662.48)	N



EIV Income Discrepancy Analysis

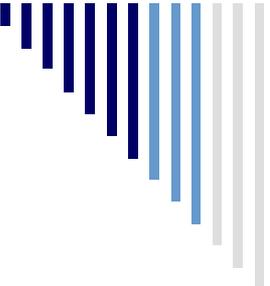
$$\frac{\text{PIC} - \text{EIV}}{\text{EIV}} \quad \text{Example: } \frac{\$0 - \$20,000}{\$20,000} = \mathbf{100\%}$$

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



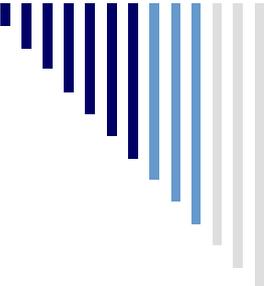
EIV Income Discrepancy Analysis (continued)

- ❑ Current 50058 income data is analyzed weekly
- ❑ Compares PIC and EIV reported wages, unemployment benefits and social security benefits only
- ❑ Two discrepancy analysis calculated: actual & annualized last quarter (larger discrepancy in **bold**)
- ❑ Discrepancy must meet selected % threshold & \$2,400+ (annual discrepancy amount) to be included on report



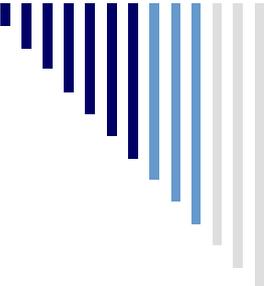
EIV Income Discrepancy Analysis (continued)

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



EIV Income Discrepancy Analysis (continued)

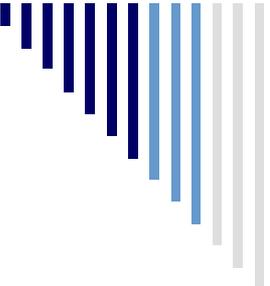
- **Annual income discrepancy: annualized last data quarter (Future projected earnings)**
 - Compares PIC *projected* wages and benefits to *projected* EIV annualized last quarter data (last quarter data X 4 to annualize)
 - Projection of income for 12 months which ends 9 months after effective date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



Federal Privacy Act

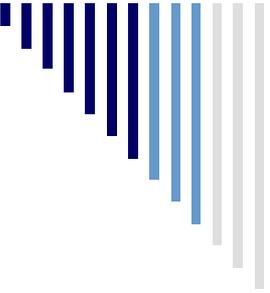
5 USC 552a

- “In order to protect any individual whose records are used in a matching program, no recipient agency, non-Federal agency, or source agency may suspend, terminate, reduce or make a final denial of any financial assistance or payment under a Federal benefit program to such individual, or take other adverse action against such individual, as a result of information produced by such matching program, until the agency has independently verified the information.”



Is the Discrepancy Valid or Invalid?

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



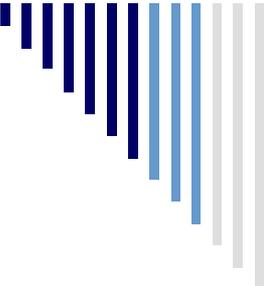
Is the Discrepancy Valid or Invalid? (continued)

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



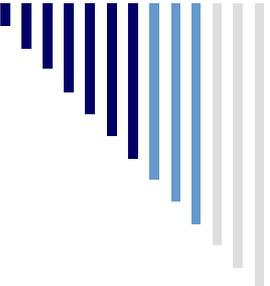
Valid Income Discrepancies

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



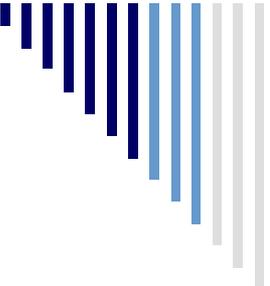
Examples of Valid Income Discrepancies

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



Invalid Income Discrepancies

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

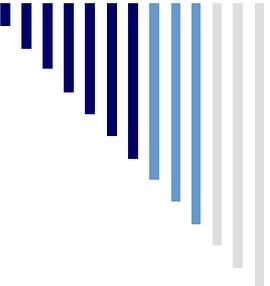


Examples of Invalid Income Discrepancies

□ PHA Errors:

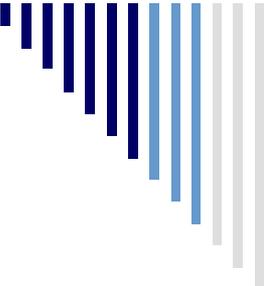
50058 Reporting Errors on Section 7:

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



Examples of Invalid Income Discrepancies (continued)

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



Examples of Invalid Income Discrepancies (continued)

□ 3rd Party Reporting Errors :

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



Income Discrepancy Resolution

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



Income Discrepancy Resolution (Continued)

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

SSA Form 7004

Request for Social Security Statement

Please check this box if you want to get your Statement in Spanish instead of English.

Please print or type your answers. When you have completed the form, fold it and mail it to us. If you prefer to send your request using the Internet, contact us at www.socialsecurity.gov.

1. Name shown on your Social Security card:

First Name _____ Middle Initial _____

Last Name Only _____

2. Your Social Security number as shown on your card:

□□□□-□□-□□□□

3. Your date of birth (Mo.-Day-Yr.)

□□-□□-□□

4. Other Social Security numbers:

□□□□-□□-□□□□

□□□□-□□-□□□□

5. Your Sex: Male Female

PHA may request via mail or online at

www.ssa.gov. Delivery dates:

Online requests: 2-4 weeks; Mail requests: 4-6 weeks

6. Show your actual earnings (wages and/or net self-employment income) for last year and your estimated earnings for this year.

A. Last year's actual earnings: (Dollars Only)

\$ □□□□,□□□□.00

B. This year's estimated earnings: (Dollars Only)

\$ □□□□,□□□□.00

7. Show the age at which you plan to stop working:

□□ (Show only one age)

8. Balance of your estimated average yearly earnings (not your future average yearly earnings).

If you don't expect any significant changes, show the same amount you are earning now (the amount in 6B).

Future average yearly earnings: (Dollars Only)

\$ □□□□,□□□□.00

9. Do you want us to send the Statement:

- To you? Enter your name and mailing address.
- To someone else (your accountant, pension plan, etc.)? Enter your name with "c/o" and the name and address of that person or organization.

"C/O" or Street Address (Include Apt. No., P.O. Box, Rural Route)

Street Address _____

Street Address (If Foreign Address, enter City, Province, Postal Code)

U.S. City, State, ZIP code (If Foreign Address, enter Name of Country only)

NOTICE:

I am asking for information about my own Social Security record or the record of a person I am authorized to represent. I declare under penalty of perjury that I have examined all the information on this form, and on any accompanying statements or forms, and it is correct to the best of my knowledge. I authorize you to use a contractor to send the Social Security Statement to the person and address in item 9.

Please sign your name (Do Not Print)

Date _____ (Area Code) Daytime Telephone No. _____

PHA stamps their address
Here to receive info. Include
tenant reference #

Sample Social Security Earnings Statement

Your Earnings Record

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

Useful for calculating retroactive rents & Identifying actual annual income

You and your family may be eligible for valuable benefits:

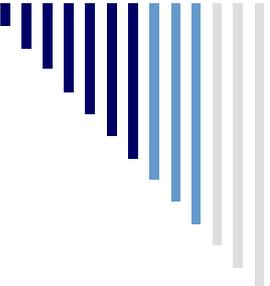
When you die, your family may be eligible to receive survivors benefits.

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

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

Social Security credits you earn move with you from job to job throughout your career.

Reported earnings for each year is listed



Calculating Retroactive Rent

- The PHA should determine the amount of tenant rent underpayment as a result of intentional/unintentional misrepresentation of household income
- Retroactive rents are determined by recalculating the correct tenant rent based on omitted income during previous reexams
- Take action in accordance with PHA policy



Retroactive Rent Repayment Agreements

- Suggestions:
 1. Explain to the tenant how the retroactive rent was calculated and for what time period it covers
 2. Provide tenant a written retroactive rent payment agreement outlining what caused the PHA to calculate a retroactive rent (i.e. tenant did not disclose employment income during mandatory annual reexams for 2007, 2006 & 2005); how much is owed; amount of monthly payment in addition to regular rent; and consequences for default. **PHA staff and tenant should sign a repayment agreement**



Retroactive Rent Repayment Agreements (cont.)

3. Include payment schedule
4. Use discretion in determining length of time to pay retroactive rent; no two cases are alike

Accessing the Deceased Tenants Report

Enterprise Income Verification

[HUD Home](#) [PIH Home](#) [EIV Home](#) [Search](#) [Email](#)

Verification Reports >> Deceased Tenants Report >> Report Selection

Report Selection

Program Type:

All PIH Programs

Reexamination Month:

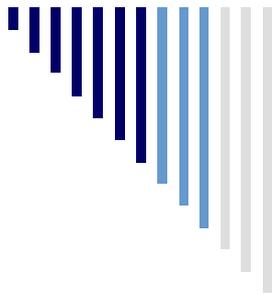
All

Select Region:

PHA

FL001 - Jacksonville Housing Authority

Get Report



Deceased Tenants Report PHA Statistics

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

Deceased Tenants Report for FL001 Jacksonville for Program Type - ALL for Reexamination Month - ALL													
PHA	Total Number Of Households Evaluated	Total Number Of Household Members Evaluated	Households With Deceased Members	% of Households With Deceased Members	# of Single Member Deceased Households	% of Single Member Deceased Households	Deceased Members	Members Deceased Less Than 1 Year		Members Deceased More Than 1 Year		Members Deceased With No Deceased Date	
								Count	%	Count	%	Count	%
FL001 Jacksonville	2,574	5,867	1	00.04%	0	00.00%	1	1	100.00%	0	00.00%	0	00.00%

[Printer Friendly Version](#)

[Download to Excel](#)

1 - 1 of 1 Households

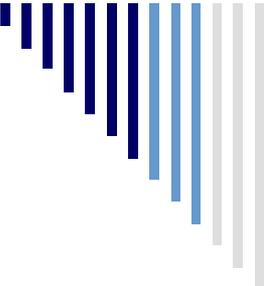
Note: * = Single member deceased household

Deceased Tenants Report By PHA as of 02/04/2009			
HOH SSN:	1280	HOH Name:	AMNDG MKJEGOE HOH DOB: 02/16/1945
Member SSN	Member Name	Member DOB	Member Deceased Date
1280	AMNDG MKJEGOE	02/16/1945	02/21/2008

1 - 1 of 1 Households

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

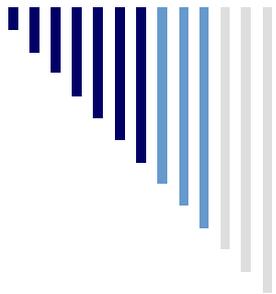
Report Generated By: M00XXXX FIRST - M00335 LAST - uiv



Deceased Tenants Report

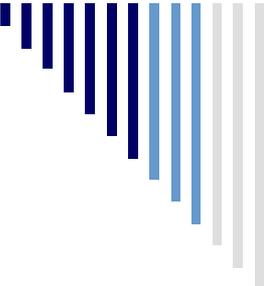
What to do if there is a match

- Confirm with HOH or next of kin (emergency contact person)
- Update family composition accordingly
- Complete EOP if deceased single member household
- Discontinue HAP (Section 8)
- Take any other action in accordance with PHA policy
- Goal:** Zero (0) deceased tenants!



Ask HUD

QUESTIONS & ANSWERS SESSION

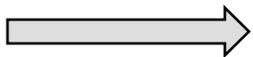


Visit HUD's Web Page For More Information on EIV

<http://www.hud.gov/offices/pih/programs/ph/rhiip/uivnewsflash.cfm>

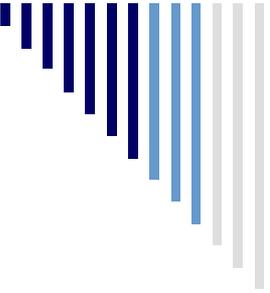
<http://www.hud.gov/offices/pih/programs/ph/rhiip/training.cfm>

www.hud.gov/offices/pih/programs/ph/rhiip/uiv.cfm



<http://www.hud.gov/subscribe/maillinglist.cfm>

PIH.RHIIP.TA@hud.gov



For Help with the EIV System

Contact Your local HUD Office

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

Email: PIH.RHIP.TA@HUD.GOV