

## 5 Field Reviews

TASS field reviewers will conduct the field reviews referenced in this section. The field reviews will be conducted to ensure that POAs are resolving income discrepancies accurately and in compliance with policies, procedures and guidelines. As described in the Preface, HUD urges POAs to exercise flexibility in making any decisions with respect to the recovery of excess rental assistance. HUD is not encouraging any POA to recover excess rental assistance identified as a result of the 1998 computer matching income verification process. Furthermore, HUD Program Offices will not penalize or reward POAs for their decisions to not pursue or pursue recovery of excess rental assistance. When a POA elects to pursue recovery of excess rental assistance, the POA must follow all appropriate due process procedures and existing policies, procedures, and guidelines.

The purposes of the field reviews are to:

- Verify the accuracy of POA discrepancy resolution status reporting;
- Determine if POAs are consistently applying procedures set forth in this Guide;
- Identify areas where POAs require assistance to improve their income discrepancy resolution activities;
- Determine reasons for POA non-reporting, if applicable;
- Assist POAs in discrepancy resolution activities, as appropriate; and
- Identify the need for process improvement related to computer matching income verification activities.

Field reviewers will have established procedures that they will review with POAs during their visit(s). REAC will notify POAs at least two weeks in advance of an on-site visit by a field reviewer. REAC will make every attempt to accommodate POA needs when scheduling field reviews.