



Generating a Delinquency Report

March 2019

The monthly summarization is run starting on the first Friday evening of the month, even if it is the first day of the month. It is suggested that you wait to view the monthly 50058 reports until the Monday afternoon after they have been run. This gives PIC Coaches and the PIC maintenance team a chance to make sure there are no bugs or problems with the reports (and if there are, notify IMS-PIC users).

1. Once the reports have been run you can access them by logging into REAC (Secure Systems) and accessing PIC from your Main Menu. The website for the REAC login page is:
http://portal.hud.gov/hudportal/HUD/program_offices/public_indian_housing/reac/online
2. Once logged into IMS-PIC, under the Form-50058 module click on the Reports sub module. You will need to read and agree to the Privacy Act statement before you proceed if you have not done so already in this IMS-PIC session.
3. Once in Reports, select the field office your PHA is in the jurisdiction of from the Select Field Offices from box (i.e. for a Nebraska PHA scroll down until you find 7DPH – Nebraska State Office). Single click on the Report button. See screen print below.

4. A new window will open that contains the report. All PHAs within the jurisdiction of the field office you selected will be shown. By default the Public Housing program type tab is selected. You can select another program type using the links provided (highlighted in the screen print below). In order to find your PHA you will need scroll through each page until you find it. To scroll through the pages use the arrow button in the bottom right hand corner of the report (highlighted in the screen print below). Once you find your PHA you can print the report by clicking on the Print Report button in the upper right hand corner of the page (see screen print below). You can also download the report to Excel using the Download to Excel button if you wish. The View Entire Report link will show you the entire report with all program types on one page.
5. When you are done viewing the report close the report window and you will be returned to your browser that contains your IMS-PIC session. You can continue to work in IMS-PIC or if you are done in IMS-PIC you should logoff and then logout of REAC.

To determine what households are being included in the 50058 Received column single click on the link in that column for your PHA. It will open a new window with a report that lists the households and the action type for each household. If you have submitted a future dated action—an action with an effective date after the As Of date of the Delinquency Report—IMS-PIC would have looked for a 50058 in the historical database with an effective date in the date range at the top of the report. If it found one, that is the one that it used and you will see listed here. If it didn't find one then it won't list the household. If a household is not listed then it is not included in the 50058 Received count.

Delinquency Report											
As of June 30, 2012											
Field Office Code : 7DPH											
Field Office Name : NEBRASKA STATE OFFICE											
Effective Dates Included : March 01, 2011 through June 30, 2012											
<div> Download in Excel Print Report View Entire Report </div>											
<div> <div>Program Type</div> <div>Detailed Report</div> </div>											
<div> <div>Public Housing</div> <div>Voucher Funded Assistance</div> <div>Mod Rehab</div> <div>SRO</div> </div>											
Click on for Ascending sort and on for Descending sort											
HA Code	HA Name	HA FYE	ACC Units	50058 Required	50058 Received	Difference	Reporting Rate	Forms Received			
								Last Month	Last 3 Months	Last 6 Months	
NE001	OMAHA	12/31	2,707	2,648	2,650	-2	100.08	264	729	1,355	
NE003	HALL COUNTY	06/30	391	382	382	0	100.00	60	160	232	
NE004	KEARNEY	03/31	172	164	164	0	100.00	26	67	109	
NE005	ORD	06/30	118	111	111	0	100.00	16	52	79	
NE006	RED CLOUD	06/30	49	47	47	0	100.00	9	16	28	
NE008	LOUP CITY	06/30	34	32	32	0	100.00	4	9	15	
NE010	LEXINGTON	06/30	81	80	80	0	100.00	11	29	54	
NE011	GRESHAM	06/30	12	10	9	1	90.00	3	3	3	
NE012	NEBRASKA CITY	03/31	75	73	73	0	100.00	0	8	12	
NE014	HUMBOLDT	03/31	29	20	20	0	100.00	1	4	11	
NE015	SYRACUSE	06/30	22	20	20	0	100.00	2	15	16	
NE016	BENKELMAN	03/31	40	37	37	0	100.00	3	34	37	
NE017	STROMSBURG	06/30	35	15	9	6	60.00	9	9	9	
NE018	WYMORE	03/31	26	26	26	0	100.00	2	6	10	
NE019	CLAY CENTER	03/31	26	25	25	0	100.00	3	6	9	
NE020	GRANT	12/31	20	17	17	0	100.00	0	2	3	
NE021	IMPERIAL	06/30	20	20	20	0	100.00	0	1	20	
NE022	NELIGH	06/30	34	34	34	0	100.00	3	8	20	
NE023	SCHUYLER	03/31	58	51	51	0	100.00	8	20	31	
NE024	ALMA	06/30	16	16	16	0	100.00	5	7	10	

Housing Authority

The reporting rate is calculated using the formula:
 $(50058 \text{ Received} / 50058 \text{ Required}) * 100 = \text{Reporting Rate (percentage)}$

The **50058 Received** number is determined by program type:

- **Public Housing:** The number of tenants with the last annual examination date on the Reexamination Report earlier than 14 months (≤ 13).
- **Section 8 (Voucher Funded Assistance):** The number of 50058s with an action type of 1, 2, 3, 7, or 14 that fall within the date range at the top of the Delinquency Report.

The **50058 Required** number is determined by program type.

- **Public Housing:** The total number of Public Housing households on the Reexamination Report.
- **Section 8 (Voucher Funded Assistance):** The number of vouchers leased at the end of the month on the last approved submission in VMS and takes into account portability. The exact formula is:

VMS Units Leased (number of vouchers leased at the end of the month)
 + (plus) portability move-ins (for how IMS-PIC gets this see below)
 - (minus) portability move-outs (for how IMS-PIC gets this see below)

 = (equals) "50058 Required"

Current Record	Field 1b =	Field 12f =
If It's Your Port In	Your HA Code	Other HA Code
If It's Your Port Out	Other HA Code	Your HA Code