

# **EIV System's Multiple Subsidy Report Training Slides 2023**



# MULTIPLE SUBSIDY REPORT

Provides information that PHAs use to determine whether they may have one or more tenants within their jurisdiction that might be receiving duplicate housing subsidy. The intended outcome of the Multiple Subsidy Report is for PHAs to identify families receiving more than one rental subsidy and to act in accordance with HUD issued Guidance as well as their PHA approved Administrative Policy.

# GENERATING THE MULTIPLE SUBSIDY REPORT

- Back to Secure Systems
- Back to EIV Main Page
- Program Office Selection
- **Debts Owed to PHAs & Terminations**
  - Former Tenant Search
  - Enter/Update Information
    - By SSN
    - By Batch
  - Debts Owed to PHAs & Terminations Report
- **Income Information**
  - By Head of Household
  - By Reexamination Month
  - New Hires Report
- **Verification Reports**
  - Existing Tenant Search
  - **Multiple Subsidy Report**
  - PHA Disaster Tenant Report
  - Identity Verification Report
  - Immigration Report
  - Deceased Tenants Report
  - Income Validation Tool

- **PHA users with the following assigned EIV roles can generate the Multiple Subsidy Report:**
  - PHA Occupancy – Application Processor
  - PHA Occupancy – Voucher
  - PHA Occupancy – Public Housing
- Click on the Multiple Subsidy Report link on EIV's left navigation panel

Click on **Multiple Subsidy Report** link

# GENERATING THE MULTIPLE SUBSIDY REPORT

Verification Reports >> Multiple Subsidy Report >> Report Selection

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**Multiple Subsidy Report**

☐ By Field Office :

☒ By Participant Code :

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☒ All household members

☐ Only adult household members

☐ Only household members under the age of 18

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**Get Report**

**EIV will search within and across both the PIH and MFH programs**

PIH: Public and Indian Housing  
MFH: Multifamily Housing

- Select report criteria
- Click on the *Get Report* button
- EIV will display summary and detail results

EIV searches within and across both PIH and MFH Programs and displays all results of potential duplicate rental assistance

# MULTIPLE SUBSIDY REPORT FALSE-POSITIVE RESULTS

- PHA or owner/management agent did not update the family composition on Form HUD-50058 (PIH) or Form HUD-50059 (MFH) to remove family members who have moved out of the unit
- Household member resides in one unit and shows up as HOH in another unit. In this case, renter did not inform PHA of update to family composition when a household member moved out of the assisted unit, or the updated Form HUD 50058 was not successfully transmitted to PIC.
- Family is using a Section 8 Voucher in an MFH Section 236 project-based unit
- Unit address is the same for both households on the report however the addresses are recorded differently (123 Main Street #4 vs. 123 Main Street Apt. 4)

If the unit addresses are the same but have been recorded differently (e.g. Apt 102 vs. #102), this would trigger a false positive.

# MULTIPLE SUBSIDY REPORT EXAMPLE OF FALSE-POSITIVE RESULTS

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

**Note:** If the unit addresses are the same but have been recorded differently (e.g. Apt 102 vs. #102), this would trigger a false positive.



# MULTIPLE SUBSIDY REPORT POSITIVE RESULTS

**When a positive result occurs in EIV, PHAs must:**

- **Require the family to immediately terminate participation in the other rental assistance program**
- **Update the family composition to remove household members who no longer reside in the unit**
- **Maintain documentation of resolved duplicate subsidy issue in tenant file**

**24 CFR 982.551 – Obligations of Participant. (n) Other housing assistance. “An assisted family, or members of the family, may not receive Section 8 tenant-based assistance while receiving another housing subsidy, for the same unit or a different unit, under any duplicative (as determined by HUD or per HUD requirements) federal, state or local housing assistance program”.**

# MULTIPLE SUBSIDY REPORT EXAMPLE OF POSITIVE RESULT

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	An
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	-----
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

This person is a Head of Household in one household and a member in another household



# MULTIPLE SUBSIDY REPORT PHA CORRECTIVE ACTIONS

1. Log onto EIV to review your agency's current *Multiple Subsidy Report*, and determine the root cause of the identified deficiencies
2. If applicable, submit an updated Form HUD-50058 to PIC
3. Update the unit address on line 5a of the Form HUD-50058 to match exact format of the unit address listed on the Form HUD-50059, as displayed on the Multiple Subsidy Report.
4. If applicable, terminate assistance and/or tenancy of individuals erroneously receiving duplicate rental housing assistance and occupying more than one HUD assisted unit.
5. If applicable, identify and recover any improper payments made on behalf of an individual or family that received duplicate rental housing assistance.
6. Document the family file with the disposition of the identified household member(s).

If the tenant is a new admission to the PHA, and the tenant is identified in the EIV Existing Tenant Search as being currently assisted at a Multi-family property, the PHA must report the program admission date to the Multi-family property and document the notification in the tenant file.