Guidance to Assist PHAs in Completing Standard Form 424 (SF-424), Application for Federal Assistance, for Operating Subsidy Submissions

1. **Type of Submission:** Select “Application”
2. **Type of Application:** Select “New” or “Continuation” in accordance with the form instructions
3. **Date Received:** Leave blank
4. **Applicant Identifier:** Enter the PHA Code
   a. **Federal Entity Identifier:** Enter the PHA Code
   b. **Federal Award Identifier:** Enter the PHA Code
5. **Date Received by State:** Leave blank
6. **State Application Identifier:** Leave blank
7. **Applicant Information:** Complete a. through f. in accordance with form instructions
8. **Type of Applicant:** Enter “Public/Indian Housing Authority”
9. **Name of Federal Agency:** U.S. Department of Housing and Urban Development
10. **Catalog of Federal Domestic Assistance Number/Title:** Enter “14-850”
11. **Funding Opportunity Number/Title:** Enter “9999”
12. **Competition Identification Number/Title:** Enter “9999” or leave blank
13. **Areas Affected by Project:** Follow form instructions
14. **Descriptive Title of Applicant’s Project:** Enter “Public housing project administration and maintenance under the Operating Fund program (24CFR990)”
15. **Congressional District Of:** Follow form instructions

16. **Proposed Project Start and End Dates:** Start date – enter the beginning date of the calendar year being funded (e.g., for CY 2012, enter January 1, 2012). End date – enter the ending date of the calendar year being funded (e.g., for CY 2012, enter December 31, 2012)
17. **Estimated Funding:**
   a. “Federal”: Enter total amount of prior year Operating Fund obligations for the PHA. For lines b. through f., enter “0” or follow instructions as appropriate.
18. **Is Application Subject to Review by State Under Executive Order 12372 Process?** Select “c. Program is not covered by E.O 12372.”
19. **Is the Applicant Delinquent on any Federal Debt?** Follow form instructions
20. **Authorized Representative:** Follow form instructions