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

5. **a. Federal Entity Identifier:** Enter the PHA Code

    b. Federal Award Identifier: Enter the PHA Code

6. **Date Received by State:** Leave blank

7. **State Application Identifier:** Leave blank

8. **Applicant Information:** Complete a. through f. in accordance with form instructions

9. **Type of Applicant:** Enter "Public/Indian Housing Authority"

10. **Name of Federal Agency:** U.S. Department of Housing and Urban Development

11. **Catalog of Federal Domestic Assistance Number/Title:** Enter "14-850"

12. **Funding Opportunity Number/Title:** Enter "9999"

13. **Competition Identification Number/Title:** Enter "9999" or leave blank

14. **Areas Affected by Project:** Follow form instructions

15. **Descriptive Title of Applicant's Project:** Enter **"**Public housing project administration and maintenance under the Operating Fund program (24CFR990)"

16. **Congressional District Of:** Follow form instructions

17. **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)

18. **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.

19. **Is Application Subject to Review by State Under Executive Order 12372 Process?** Select "c. Program is not covered by E.O 12372."

20. **Is the Applicant Delinquent on any Federal Debt?** Follow form instructions

21. **Authorized Representative:** Follow form instructions