

FORMAT FOR PRELIMINARY EVALUATION REJECTION LETTER

SEND TO: Sponsor

HOW: Must be sent by Certified Mail - Return Receipt Requested

WHEN: By _____

Dear _____:

SUBJECT: Rejection of Section 811 Application for
Fund Reservation

Location: _____
No. of Units: _____ /No. of Res. _____
Project No.: _____

The subject application has been reviewed by this office and found unacceptable for further processing because:

- it was received after the submission deadline of _____
- is missing two or more complete exhibits, specifically _____
- there was (no response)(an inadequate response) to the deficiency letter dated _____ within the required 14-day period or it was received after the end of the 14-day period.
- Other:

This application did not receive a complete review; therefore, it may have other deficiencies. My staff will be happy to discuss the strengths and weaknesses of your proposal with you after the current funding round selections are announced.

Thank you for your interest in the Section 811 Program.

Sincerely,

Manager

cc: Housing Consultant

6/91

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