

Technical Notes on HUD-52722 UEL Excel Tool & HUD-52723 PHA Excel Tool

The issues noted in the HUD-52722 UEL Excel Tool and the HUD-52723 Excel Tools along with their resolution status and course of action are summarized below:

#	Error Description	Course of Action
HUD- 52722 UEL Excel tool		
1	<p>Issue: In version 1, extraneous utility/incentive type data appeared that had been saved accidentally while testing. Thus, the UEL value was not calculating correctly.</p> <p>Status: Resolved in version 1.1. The extraneous data has been deleted from the tool.</p>	PHAs must use UEL Tool Version 1.1 so that the UEL Value calculates correctly.
<p>Note: Similar to 2011, the 2012 HUD-52723 and HUD-52722 Excel Tools are NOT connected functionally. The Eligible Unit Months must be entered on Line 25 in the HUD-52722 UEL Excel Tool for the UEL value to calculate. Please refer to Step-2 on Page 8 of the 2012 UEL Excel Tool User guide.</p>		
HUD- 52723 PHA Excel tool		
2	<p>Issue: In version 1, the 2012 Inflation factor was not correctly applied to the 2011 PUM PELs in case of 78 projects (Appendix A-List of 78 projects).</p> <p>Status: Resolved in version 1.1. The 2012 inflated PUM PEL has been correctly applied to the 78. The pre-populated data has also been updated accordingly and posted on the Operating Fund Website.</p>	PHAs whose projects appear on the list in Appendix-A must use HUD-52723 PHA Excel Tool Version 1.1.
3	<p>Issue: If the PHA is working on a machine that has MS Excel 2010 and Windows 7/Windows XP the PHA Excel Tool may not allow for printing.</p> <p>Status: Alternate printing instructions have been provided in Section- 5.4 (Printing the PHA Tool in MS Excel 2010) of the 2012 PHA HUD-52723 User Guide, which is posted on the on the Operating Fund Website. (Dated October 6th, 2011).</p>	<p>Follow the printing instructions in the 2012 PHA User Guide.</p> <p>Note: It is a known issue that the 3rd Certification in the Tool gets checked automatically when a PHA saves the Excel Tool as PDF for printing, based on the instructions provided in Section 5.4 of the User guide. This is an MS Excel issue and does not affect the subsidy calculation. FMD will make the changes accordingly once the data is submitted to HUD.</p>
4	<p>Issue: In version 1.1 if a PHA wanted to select 'First of the Month' for one project in that PHA and 'Last of the Month' for another project in the same PHA, the Tool would not allow the user to do so.</p> <p>Status: Resolved in version 1.2.</p>	PHAs experiencing this issue must use HUD-52723 PHA Excel Tool Version 1.2.
5	<p>Version 1.3 includes 47 new projects and the list is contained in Appendix-B. The PHA Tool is saved with a date extension in order to avoid confusion between the Tools created earlier for the same PHA.</p>	PHAs expecting Tools for New Projects must use HUD-52723 PHA Excel Tool Version 1.3.

#	Error Description	Course of Action
HUD- 52723 FO Excel tool		
6	<p>Issue: In Version 1.0, the Limited Vacancies calculated figure in Section-2 Column B, Line 14 does not populate in the “Reqd. by PHA” column. This is due to mapping error in the PHA HUD-52723 Tool.</p> <p>Status: This error has no bearing on the calculations in the Field Office Tool and Version 1.0 calculates the Limited Vacancies figure in Section-2 Column B, Line 14 correctly.</p>	Field Offices must use Version 1.0 to import PHA Tools.
General Note on the Excel Tools		
The Excel Tools restrict certain MS Excel features in order to maintain data integrity. Thus, a User may encounter a loss of some MS Excel features (copy, paste, right click not working, etc.) after closing out of the Excel Tools. In order to restore all Excel features, the user must open the file “Restore_Excel_Menu_Bars” posted on the Operating Fund Website, click on the button “Restore Menu Bars” and then close the file.		

APPENDIX -A

List of 78 projects for which the pre-populated 2012 PUM PELs were updated on the HUD- 52723 PHA Excel tool Version 1.1:

#	PHA	PHA Name	Project #	2011 PEL	2012 PEL Inflation factor	2012 Issued PEL	2012 Revised PEL
1	AL001	Housing Authority of the Birmingham District	AL001000017	\$ 394.82	1.028	\$ 394.82	\$ 405.87
2	AL002	Mobil	AL002000021	\$ 292.43	1.028	\$ 292.43	\$ 300.62
3	AL005	Phoenix	AL005000016	\$ 272.02	1.028	\$ 272.02	\$ 279.64
4	AL047	Huntsville	AL047000020	\$ 291.76	1.028	\$ 291.76	\$ 299.93
5	AL160	Tuskegee	AL160000004	\$ 356.20	1.030	\$ 356.20	\$ 366.89
6	AL169	Prichard	AL169000009	\$ 310.75	1.028	\$ 310.75	\$ 319.45
7	AZ001	City of Phoenix Housing Department	AZ001000008	\$ 447.36	1.021	\$ 447.36	\$ 456.75
8	AZ004	Community Services Department of Tucson	AZ004400111	\$ 401.33	1.021	\$ 401.33	\$ 409.76
9	AZ009	Housing Authority of Maricopa County	AZ009000001	\$ 437.50	1.021	\$ 437.50	\$ 446.69
10	AZ010	Pinal County Housing Authority	AZ010000001	\$ 423.58	1.021	\$ 423.58	\$ 432.48
11	AZ013	Yuma County Housing Department	AZ013000001	\$ 343.87	1.021	\$ 343.87	\$ 351.09
12	AZ023	Nogales Housing Authority	AZ023000001	\$ 323.13	1.026	\$ 323.13	\$ 331.53
13	AZ028	Chandler Housing & Redevelopment Division	AZ028000001	\$ 444.66	1.021	\$ 444.66	\$ 454.00
14	AZ035	Yuma City Housing Authority	AZ035000001	\$ 366.45	1.021	\$ 366.45	\$ 374.15
15	CA004	Los Angeles City	CA004000851	\$ 340.28	1.024	\$ 340.28	\$ 348.45
16	CA031	Housing Authority of the City of Oxnard	CA031000001	\$ 461.76	1.024	\$ 461.76	\$ 472.84
17	CA031	Housing Authority of the City of Oxnard	CA031000002	\$ 515.96	1.024	\$ 515.96	\$ 528.34
18	CA031	Housing Authority of the City of Oxnard	CA031000003	\$ 523.07	1.024	\$ 523.07	\$ 535.62
19	CA063	San Diego	CA063000008	\$ 464.89	1.024	\$ 464.89	\$ 476.05
20	CO001	Denver	CO001000066	\$ 452.47	1.032	\$ 452.47	\$ 466.95
21	CT001	Bridgeport	CT001001058	\$ 360.53	1.026	\$ 360.53	\$ 369.90
22	CT001	Bridgeport	CT001001059	\$ 352.92	1.026	\$ 352.92	\$ 362.10
23	CT001	Bridgeport	CT001001061	\$ 519.51	1.026	\$ 519.51	\$ 533.02
24	CT007	Stamford Housing Authority	CT007000002	\$ 386.22	1.026	\$ 386.22	\$ 396.26
25	CT020	Danbury	CT020000005	\$ 348.02	1.026	\$ 348.02	\$ 357.07
26	DC001	District of Columbia	DC001005242	\$ 374.87	1.022	\$ 374.87	\$ 383.12

#	PHA	PHA Name	Project #	2011 PEL	2012 PEL Inflation factor	2012 Issued PEL	2012 Revised PEL
27	FL055	Housing Authority of the City of Arcadia	FL055000001	\$ 376.88	1.022	\$ 376.88	\$ 385.17
28	GA004	Columbus	GA004000421	\$ 319.21	1.023	\$ 319.21	\$ 326.55
29	GA006	Housing Authority of the City of Atlanta Georgia	GA006001080	\$ 386.62	1.023	\$ 386.62	\$ 395.51
30	GA011	Housing Authority of the City Decatur, GA	GA011000002	\$ 399.79	1.023	\$ 399.79	\$ 408.99
31	GA095	Newnan	GA095000005	\$ 329.29	1.023	\$ 329.29	\$ 336.86
32	GA100	Housing Authority of the City of Valdosta	GA100000003	\$ 362.92	1.023	\$ 362.92	\$ 371.27
33	IL005	Granite City Housing Authority	IL005000001	\$ 337.52	1.027	\$ 337.52	\$ 346.63
34	IN012	Housing Authority of the City of New Albany	IN012000003	\$ 348.72	1.027	\$ 348.72	\$ 358.14
35	KS002	Topeka	KS002000007	\$ 262.38	1.026	\$ 262.38	\$ 269.20
36	KS014	Linn Housing Authority	KS014000001	\$ 277.55	1.029	\$ 277.55	\$ 285.60
37	LA001	Lafitte	LA001005705	\$ 416.60	1.027	\$ 416.60	\$ 427.85
38	MA002	Boston Housing Authority	MA002000182	\$ 535.23	1.025	\$ 535.23	\$ 548.61
39	MA002	Boston Housing Authority	MA002000232	\$ 434.99	1.025	\$ 434.99	\$ 445.86
40	MA002	Boston Housing Authority	MA002000234	\$ 432.59	1.025	\$ 432.59	\$ 443.40
41	MA002	Boston Housing Authority	MA002000252	\$ 436.31	1.025	\$ 436.31	\$ 447.22
42	MA002	Boston Housing Authority	MA002000254	\$ 430.75	1.025	\$ 430.75	\$ 441.52
43	MD001	Housing Authority of the City of Annapolis	MD001000009	\$ 390.89	1.029	\$ 390.89	\$ 402.23
44	MD001	Housing Authority of the City of Annapolis	MD001000010	\$ 448.37	1.029	\$ 448.37	\$ 461.37
45	MD003	Frederick	MD003000012	\$ 487.96	1.029	\$ 487.96	\$ 502.11
46	MD005	Housing Authority of the City of Cumberland	MD005000008	\$ 334.70	1.029	\$ 334.70	\$ 344.41
47	MS004	Meridian	MS004000020	\$ 294.35	1.021	\$ 294.35	\$ 300.53
48	MS040	Mississippi Regional Housing Authority No. VIII	MS040000013	\$ 350.84	1.024	\$ 350.84	\$ 359.26
49	NC001	Wilmington	NC001000017	\$ 389.47	1.023	\$ 389.47	\$ 398.43
50	NC001	Wilmington	NC001000018	\$ 400.87	1.023	\$ 400.87	\$ 410.09
51	NC003	Charlotte	NC003000052	\$ 384.13	1.023	\$ 384.13	\$ 392.96
52	NJ002	Newark	NJ002002080	\$ 332.57	1.027	\$ 332.57	\$ 341.55
53	NJ010	Camden	NJ010000009	\$ 328.35	1.027	\$ 328.35	\$ 337.22
54	NJ022	New Brunswick	NJ022000004	\$ 259.85	1.027	\$ 259.85	\$ 266.87
55	NJ092	Morris County Housing Authority	NJ092000001	\$ 415.29	1.027	\$ 415.29	\$ 426.50
56	NY002	Buffalo Municipal Housing Authority	NY002000044	\$ 269.26	1.028	\$ 269.26	\$ 276.80

#	PHA	PHA Name	Project #	2011 PEL	2012 PEL Inflation factor	2012 Issued PEL	2012 Revised PEL
57	OH003	Cuyahoga	OH003000928	\$ 327.40	1.027	\$ 327.40	\$ 336.24
58	OH004	Cincinnati Metropolitan Housing Authority	OH004000308	\$ 374.50	1.027	\$ 374.50	\$ 384.61
59	OH007	Akron	OH007000049	\$ 335.10	1.027	\$ 335.10	\$ 344.15
60	PA014	Bever	PA014000012	\$ 295.58	1.028	\$ 295.58	\$ 303.86
61	PA015	Heritage	PA015000007	\$ 255.23	1.028	\$ 255.23	\$ 262.38
62	PA024	Easton Housing Authority	PA024000001	\$ 325.90	1.028	\$ 325.90	\$ 335.02
63	PA024	Easton Housing Authority	PA024000007	\$ 294.60	1.028	\$ 294.60	\$ 302.85
64	PA055	Shamokin Housing Authority	PA055000002	\$ 301.79	1.027	\$ 301.79	\$ 309.94
65	PA067	Carbon County Housing Authority	PA067000002	\$ 281.69	1.028	\$ 281.69	\$ 289.58
66	PA071	Housing Authority of the County of Berks	PA071000001	\$ 275.24	1.028	\$ 275.24	\$ 282.95
67	RQ005	Puerto Rico Public Housing Administration	RQ005001020	\$ 362.26	1.046	\$ 362.26	\$ 378.92
68	RQ005	Puerto Rico Public Housing Administration	RQ005010060	\$ 362.26	1.046	\$ 362.26	\$ 378.92
69	SC061	Cayce	SC061000002	\$ 358.80	1.028	\$ 358.80	\$ 368.85
70	TN001	Memphis	TN001000065	\$ 340.72	1.024	\$ 340.72	\$ 348.90
71	TX003	Montwood Heights	TX003000024	\$ 336.31	1.032	\$ 336.31	\$ 347.07
72	TX006	San Antonio Housing Authority	TX006000053	\$ 297.45	1.032	\$ 297.45	\$ 306.97
73	VA004	Alexandria Redevelopment & Housing Authority	VA004000006	\$ 515.85	1.022	\$ 515.85	\$ 527.20
74	VA004	Alexandria Redevelopment & Housing Authority	VA004000008	\$ 410.09	1.022	\$ 410.09	\$ 419.11
75	WA002	King County	WA002000344	\$ 422.60	1.037	\$ 422.60	\$ 438.24
76	WA002	King County	WA002000345	\$ 442.99	1.037	\$ 442.99	\$ 459.38
77	WI002	Olga Village	WI002000068	\$ 280.37	1.025	\$ 280.37	\$ 287.38
78	WV006	Housing Authority of the City of Martinsburg	WV006000001	\$ 409.86	1.029	\$ 409.86	\$ 421.75

APPENDIX -B

List of 47 new projects included in Version 1.3:

#	PHA Code	PHA Name	Project #
1	CA006	Housing Authority City of Fresno	CA006000007
2	CA006	Housing Authority City of Fresno	CA006000008
3	CA028	Housing Authority of Fresno County	CA028000007
4	CT004	Housing Authority of the City of New Haven	CT004000018
5	CT004	Housing Authority of the City of New Haven	CT004000075
6	DC001	D.C Housing Authority	DC001005350
7	FL003	Tampa Housing Authority	FL003000041
8	FL047	Housing Authority of the City of Fort Myers	FL047000008
9	FL047	Housing Authority of the City of Fort Myers	FL047000010
10	IL025	Housing Authority of the County of Cook	IL025000100
11	IN005	Muncie Housing Authority	IN005000009
12	IN005	Muncie Housing Authority	IN005000010
13	IN005	Muncie Housing Authority	IN005000011
14	IN017	Indianapolis Housing Agency	IN017000013
15	IN017	Indianapolis Housing Agency	IN017000014
16	IN017	Indianapolis Housing Agency	IN017000015
17	KS031	Clay Center Housing Authority	KS031000002
18	LA001	HOUSING AUTHORITY OF NEW ORLEANS	LA001008708
19	MA002	Boston Housing Authority	MA002002142
20	MA006	Fall River Housing Authority	MA006000008
21	MD006	Hagerstown Housing Authority	MD006000050
22	MN004	The HRA of Hibbing, Minnesota	MN004000001
23	MN004	The HRA of Hibbing, Minnesota	MN004000002
24	MN004	The HRA of Hibbing, Minnesota	MN004000003
25	MN004	The HRA of Hibbing, Minnesota	MN004000004
26	NC003	Housing Authority Of The City Of Charlotte	NC003000054
27	NC003	Housing Authority Of The City Of Charlotte	NC003000056
28	NC006	Housing Authority of the City of High Point	NC006000023
29	NC006	Housing Authority of the City of High Point	NC006000024
30	NC010	Eastern Carolina Regional Housing Authority	NC010000010
31	NC010	Eastern Carolina Regional Housing Authority	NC010000011
32	NC011	Housing Authority of the City of Greensboro	NC011038140
33	NJ003	Elizabeth Housing Authority	NJ003000008
34	NJ003	Elizabeth Housing Authority	NJ003000009
35	NJ010	Camden Housing Authority	NJ010000010
36	NJ021	Paterson Housing Authority	NJ021000012
37	NJ021	Paterson Housing Authority	NJ021000018
38	NY009	Albany Housing Authority	NY009000010
39	OH014	Jefferson Metropolitan Housing Authority	OH014000026

#	PHA Code	PHA Name	Project #
40	SC001	Housing Authority of Charleston	SC001000017
41	SC057	Housing Authority of N Charleston	SC057000010
42	TX003	Housing Authority Of The City Of El Paso, TX	TX003000023
43	TX005	Houston Housing Authority	TX005000019
44	WA002	HA of King County	WA002000105
45	WA003	HA City of Bremerton	WA003000005
46	WV001	Charleston-Kanawha Housing Authority	WV001000031
47	WV001	Charleston-Kanawha Housing Authority	WV001000032