

APPENDIX 4

PHA/RMC/AME:

FYE:

Date:

INDICATOR #3, RENTS UNCOLLECTED

This indicator measures the balance of dwelling rent uncollected as a percentage of total dwelling rent to be collected.

Information from the Certification Form/IBS:

- 1. Dwelling rent owed by residents in possession at the beginning of the FY, carried forward from the previous FY: \$_____
- 2. Rents billed during the assessed year: \$_____
- 3. Rents to be collected during the assessed year (add line 1 and line 2): \$_____
- 4. Rents uncollected during the assessed year: \$_____
- 5. Percentage of rents uncollected (divide line 4 by line 3): _____%

Sources: Rent rolls, journal entries; General Ledger Account 3110; tenant ledgers; form HUD-52295.

- | Verification Questions | Yes | No* | N/A |
|---|-----|-----|-----|
| 1. Describe the type of records that are available to support the PHA's reported data. What sources of information did the PHA use in supplying the data with its PHMAP certification? Attach examples. | | | |
| 2. Do dwelling rents to be collected include:
 _ dwelling rent owed by tenants in possession at the beginning of the assessed FY?
 _ recurring monthly dwelling rent charges to tenants in possession during the assessed FY? | | | |
| 3. Has the PHA ensured that in estimating rents to be collected that it did not net out utility reimbursements? | | | |

APPENDIX 4

Indicator #3, Continued.

- | Verification Questions | Yes | No* | N/A |
|------------------------|-----|-----|-----|
|------------------------|-----|-----|-----|

4. Do dwelling rents to be collected exclude:
- Damage charges due or paid?
 - Late fees due or paid?
 - Utility surcharges due or paid?
 - Retroactive rents due to tenant fraud?
 - Other?

5. Were these amount excluded in both the numerator and denominator?

6. Compare the rent roll and form HUD-50058 data for a sample of residents. Does the information on the rent roll agree with the rent on form HUD-50058?

7. Does the amount of dwelling rent uncollected include the unpaid dwelling rent charges of all tenants who vacated during the assessment year?

8. Has the management function for this indicator been assumed by an RMC/AME?

9. Modification/exclusion requests:

* All "No" answers should be explained below or attached.

Overall Indicator:

Initial Grade: _____

Confirmed Grade: _____

Reviewer: