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The PIH Low-Rent Technical Accounting Guide, 7510.1, January 1996, supersedes the Low-Rent Housing Accounting Handbook 7510.1, dated 11/87 and the Low-Rent Housing Accounting Guide, 7511.1, dated 2/72.

About the PIH Low-Rent Technical Accounting Guide Welcome! The emphasis of the PIH Low-Rent Technical Accounting Guide is on financial operations and accounting rather than bookkeeping. This Guide will become a convenient reference source for examples of forms and a uniform chart of accounts. It can be updated as information changes, so it will not become obsolete.

The objectives of this Guide are to:

- Identify the types of information a Housing Authority (HA) needs to maintain to report to HUD and the reporting requirements

- Outline the responsibility of the HA related to accounting for HUD funds

- Discuss the legal requirements related to grantee financial management systems

- Provide guidelines on the use of fee accountants

- Provide a brief discussion on A-128 Audits

- Address cash management issues such as depository agreements and HUD approved investments

- Provide sample formats for reporting and copies of required forms

- List the prescribed chart of accounts and provide a description of each account

Ease of Updating Information

The Technical Accounting Guide is housed in a three-ring-binder, so it is very easy to add new materials and program updates. The Guide also provides room for insertion of information that relates specifically to your HA. For example, you may customize your copy by adding personal notes. The flexibility and ease of customization of the Guide will allow you to organize and find information easily.

Illustrated and User-Friendly Format

The layout and format of the Guide are very user-friendly. For example, common categories of information are distinguished with icons to aid you in locating content such as document references or accounting tips. Sample HUD forms are provided within the Guide as suggested formats for submitting appropriate information to HUD. These visual aids will assist you in effectively using the Guide.

Icons

Icons are used to help you discern common categories of information appearing throughout the Guide. The icons will always appear along the left-hand side of the Guide.

Below is a list of the icons that will be used in the Guide.

Icon	Meaning	Explanation
Sun	Tip	Indicates where there are helpful hints related to the content of the Guide.
	Chart of Accounts	Indicates content in the Guide that corresponds with an account in the Description of Accounts.
Books	References	Indicates additional sources of information. (Reference material cited is subject to change)
	Form	Indicates the area of the Guide in which the referenced form is found.