U.S. Department of Housing and Urban Development
PUBLIC AND INDIAN HOUSING

Special Attention of: Regional Administrators; Transmittal Handbook No.: 7560.1 REV-1
Directors, Offices of Public Housing and Housing; Directors, Offices of Indian Programs; Chiefs, Mortgage
Credit Branches; Directors, Public Housing Divisions, Field Office Managers; Public Housing Agencies; Indian Housing Authorities; Resident Management Corporations

1. This Transmits Page changes to Chapters 1, 2, and 3 of the Public and Indian Housing Development and Modernization Fund Requisition and Financing Handbook 7560.1 REV-1, CHG-1 dated 9/91.

2. Explanation of Material Transmitted:

Changes are provided to incorporate references to Resident Councils (RCs) and Resident management Corporations (RMCs). Other changes have been made to eliminate requirements for submission of invoices with requisitions, to require financial reconciliation that avoids possible duplicate payments, and to require improved computer system security.

3. Significant Changes:

- Adds Resident Council (RC) and Resident Management Corporation (RMC) as recipients of Resident Management funds as a subcategory of Comprehensive Improvement Assistance Program (CIAP) funding.

- Adds the RC/RMC requirements for submission of Form HUD-5402A.

- Adds the review and approval authority of RC/RMC fund requisitions.

- Deletes the Field Office requirement to run the Requisition in Process Report with all requisitions. The requirement to run this report was eliminated because of the new software change in the Rapid Housing Payment System (RHPS) to detect duplicate payments is operational. The software modification continues the option to allow Field Office staff run this report as needed.

- Provides revised security and password instructions.

- Requires the Field Office to reconcile every payment requisition.

- Deletes requirements for invoices.
4. Filing Structures:
Handbook 7560.1 REV-1

Remove:            Insert:    Page 1-1 and
Page 1-2 dated 5/90 Page 1-1 dated 9/91
Page 2-1 dated 5/90
Page 2-2 dated 5/90
Page 2-3 dated 5/90
Chapter 3 dated 5/90
Page 4-1 dated 5/90
Page 4-2 dated 9/91
Appendix 8 dated 9/91
Appendix 9 dated 9/91

Assistant Secretary for Public
and Indian Housing

9/91

W-3-1, W-2(H), W-3(H), R-1, R-2, R-3, R-3-1(PIH&H),
R-3-2, R-3-3, R-6, R-6-1, R-6-2, R-7, R-7-1, R-7-2, R-9, R-9-1,
138-2, 138-7, RMCs

HUD-23 (9-81)
W-3-1 Directives Management Officers--Headquarters and Regions,
library, ACIR (Advisory Commission on Intergovernmental
Relations)
W-2 HQ Office Directors, Special Assistants,
those reporting directly to Assistant Secretaries
W-3 HQ Division Directors, those reporting directly to Office
Directors, multiple copies for staff
R-1 Regional Administrators, Deputy Regional Administrators
R-2 Office Directors, Principal Assistants in Regional
Administrators' offices
R-3 Bulk shipment to Regional Offices
R-3-1 Bulk shipment to Regional Offices for selective
distribution by program area
R-3-2 Directors, Administrative Services Divisions and
Administrative and Management Services Divisions, and
Administrative staffs
R-3-3 Category D offices - bulk
R-6 Category A offices - Office Managers and Deputy Office
Managers
R-6-1    Category A offices - bulk
R-6-2    Category A offices - Division Directors
R-7      Category B offices - Office Managers and Deputy Office
         Managers
R-7-1    Category B offices - bulk
R-7-2    Category B offices - Division Directors
R-9      Directors and Deputy Directors, Offices of Indian Programs
R-9-1    Offices of Indian Programs - bulk

U.S Department of Housing and Urban Development
PUBLIC AND INDIAN HOUSING

Transmittal Handbook No.: 7560.1 REV-1

Special Attention of: Regional Administrators;
Regional Public Housing Directors;
Regional Housing Directors; Indian Housing Program Directors; Assisted Housing
Management Branches; Mortgage Credit
Branches; Field Office Managers; Public Housing Agencies/Indian Housing Authorities

1. This Transmits

Public and Indian Housing Development and Modernization Fund Requisition and Financing Handbook 7560.1 REV-1, dated 5/90.

2. Explanation of Material Transmitted:

   a. Provision of policies and procedures for requisition of development and modernization funds by Public Housing Agencies (PHAs) and Indian Housing Authorities (IHAs), under the Rapid Housing Payment System (RHPS).

   b. Provision of review, processing and monitoring instructions to HUD Field and Regional Offices.

   C. Provision of historical information on financing of public and Indian Housing development and modernization, as well as current information on bonds and Federal Financing Bank obligations which still are outstanding for some projects.

3. Cancellation:

   Low-Rent Housing Financing Handbook 7560.1, dated 6/1/69; Transmittal 1, dated 6/30/69; Transmittal 3, dated 5/20/70; Supplement 3, Transmittal 3', dated 9/9/70; Supplement 3, Transmittal 6, dated 6/7/71; Supplement 3; Transmittal 9, dated 7/12/72; Supplement 3; Transmittal 11, dated 11/21/73; Transmittal 16, dated 11/4/75; Transmittal 20, dated 10/02/86. Notice PIH 88-24 (IHA), dated 7/26/88.

4. Filing Instructions:

   Remove:                                      Insert:
   Handbook 7560.1, dated                      Handbook 7560.1 REV-1 dated
W-3-1, W-2 (H), W-3(H), R-1, R-2, R-3, R-3-1 (PIH&H),
R-3-2, R-3-3, R-6, R-6-1, R-6-2, R-7, R-7-1, R-7-2, R-9, R-9-1, 138-2

138-7
W-3-1  Directives Management Officers--Headquarters and Regions, library, ACIR (Advisory Commission on Intergovernmental Relations)
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R-6-2  Category A offices - Division Directors
R-7  Category B offices - Office Managers and Deputy Office Managers
R-7-1  Category B offices - bulk
R-7-2  Category B offices - Division Directors
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R-9-1  Offices of Indian Programs - bulk