

# Monthly Status Report

## Flexible Subsidy Program

RMS No. HI-00391R

U.S. Department of Housing  
and Urban Development  
Office of Housing  
Federal Housing Commissioner

Field Office	Date Prepared	Telephone Number
--------------	---------------	------------------

For month ending \_\_\_\_\_, 19\_\_

I. Use of Field Office Assignment	(a) Source Year 19__	(b) Source Year 19__	(c) Total (1 + 2) Field Office
A. Field Office Assignment	\$	+\$	= \$
B. Less: Amount Under Contract 1. Number of Contracts 2. Average per Contract (Line B divided by B1)	\$	+\$	= \$
C. Subtotal: Amount Not Under Contract (Line A minus Line B)	\$	+\$	= \$
D. Total Amount Reserved	\$	+\$	= \$
Amount Reserved But Not Under Contract (Line D minus Line B)	\$	+\$	= \$
F. Total Amount Neither Reserved Nor Under Contract (Line A minus Line D)	\$	+\$	= \$

ii. Considering only those projects on which contracts have been executed, enter the number of projects in each category. Payment Status codes (1, 2, 3, 4) are defined in the instructions for completing Part I of the Flexible Subsidy Control Log, Form HUD-9823C. The three totals should be the same; each total should equal the number of projects shown in Part I, column (c), Line B1.

A. Owner Type	B. Mortgage Type	C. Payment Status
LD	Insured	Code 1
M		Code 2
NP	HUD-Held	Code 3
Coop		Code 4
<b>Total</b>	= Total	= Total

Prepared By	Approved by (Chief, Loan Management Branch)
-------------	---

Appendix 16  
4355.1

Use the Flexible Subsidy Control Log, Forms HUD-9823-C and 9823-D, to prepare this report. Entries enclosed in boxes (e.g. \$14,000) checkpoints. If postings to the Control Log have been kept current and Log entries have been added properly, you should be able to obtain same boxed entry through at least two different methods. If the two methods do not produce the same entry, you should take appropriate corrective action (e.g. correct or update Control Log) before proceeding with preparation of this report. Before mailing the report, supervisory staff should assure that checkpoint entries are correct.

**Part I**

**Line A.** In columns (a) and (b), enter Field Office assignment of Flexible Subsidy funds for each source year. In column (c) enter the sum of columns (a) and (b). A source year assignment will be included on this report for its two-year period of availability.

**Line B.** Include only projects whose Financial Assistance Contracts have been signed by both the Housing Owner and the Field Office. Obtain entry for column (c) from Part I of the Control Log. In columns (a) and (b), enter the amount of column (c) which was contributed by each source year. Usually, this total amount under contract will be the sum of the individual source year reservations, as shown on Part I of the Control Log. The total will not, however, equal the sum of the Control Log reservations if the reservation amount has been amended but a contract amendment has not yet been executed. In such cases, enter only that part of the reservation which is already under contract. Generally, only reservations which have been processed within the last 2 months may need such sorting.

**Line C.** For each column, subtract Line B from Line A and enter the difference.

$$\begin{array}{r} \text{Line C,} \\ \text{Col. (a)} \end{array} + \begin{array}{r} \text{Line C} \\ \text{col. (b)} \end{array} = \begin{array}{|c|} \hline \text{Line C,} \\ \text{Column (c)} \\ \hline \end{array} = \begin{array}{r} \text{Column (c),} \\ \text{= Lines A-B} \end{array}$$

**Line D.** Obtain entries for columns (a) and (b) from Part I of the Flexible Subsidy Control Log. Column (c) is the total of columns (a) and (b).

**Line E.** For each column, subtract Line D from Line B. Difference should equal the dollar amount of reservations which have been executed by the RAD but have not yet been included in executed contracts. Include reservations for new projects as well as increases/decreases in existing contracts.

$$\begin{array}{r} \text{Line E,} \\ \text{Col. (a)} \end{array} + \begin{array}{r} \text{Line E} \\ \text{col. (b)} \end{array} = \begin{array}{|c|} \hline \text{Line E,} \\ \text{Column (c)} \\ \hline \end{array} = \begin{array}{r} \text{Column (c),} \\ \text{= Lines D-B} \end{array}$$

**Line F.** For each column, subtract Line D from Line A and enter the difference.

$$1) \begin{array}{r} \text{Line F,} \\ \text{Col. (a)} \end{array} + \begin{array}{r} \text{Line CF} \\ \text{col. (b)} \end{array} = \begin{array}{|c|} \hline \text{Line F,} \\ \text{Column (c)} \\ \hline \end{array} = \begin{array}{r} \text{Column (c),} \\ \text{= Lines A-D} \end{array}$$

2) Line A - D = Line A - B - E, for each column.

Attach a copy of Part I and Part II of the Flexible Subsidy Control Log to this Report.

Distribute: Send a copy of the Report and Log to your Regional Office.