



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-8000

OFFICE OF HOUSING

Date

Owner
Address
City, State Zip Code

Re: Name of Project: _____
Contract Number(s): _____
Beginning date of next annual increment: _____
End date of next annual increment: _____

Dear _____:

The records of the Department of Housing and Urban Development (“HUD”) indicate that the project identified above is subject to a Section 8 Housing Assistance Payments (“HAP”) contract that has been renewed under the Multifamily Assisted Housing Reform and Affordability Act of 1997, Pub. L. 105-65, 111 Stat. 1384, as amended (“MAHRA”), for a multi-year contract term (“Renewal Contract”). Section 2 of the Renewal Contract, captioned “Term of Renewal Contract,” states that it is “[s]ubject to the availability of sufficient appropriations to make housing assistance payments for any year in accordance with the Renewal Contract, as determined by HUD.”

This letter constitutes notice that HUD has determined pursuant to the foregoing provision that sufficient appropriations are not available at this time to make housing assistance payments under the Renewal Contract for the entirety of the next annual increment.

This letter further serves as notification that HUD is hereby obligating \$ _____, an amount sufficient to provide housing assistance payments for approximately _____ months of the next annual increment. HUD will provide additional funding subject to the availability of appropriations. This means that when such appropriations are available, HUD will obligate additional funding and provide you with written notification of (i) the amount of such additional funding, and (ii) the approximate period of time within the remaining portion of the annual increment to which it will be applied.

For questions concerning this letter, please contact _____ (Housing Staff Member and title) at _____ (phone number).

Sincerely,

Housing Official
Title

Internal HUD Distribution:						
Identification Lines:						
Correspondence Code	Originator	Concurrence	Concurrence	Concurrence	Concurrence	Concurrence
Name						
Date						

Official Record Copy

U.S. Department of Housing and Urban Development
Previous edition is obsolete.

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