



## Are You Trying to Prepare for HOTMA?

Many of our customers have asked for recommendations related to forms necessary to implement HOTMA.

No later than **May 31, 2024**, you are responsible for updating both the TSP and the EIV Policy. RBD can help. We offer three FASTForms Packages and one FASTForms Bundle (*please click on the link to see a complete list of forms that are included with each package*).

1. The [HOTMA FASTForms Package](#) (\$1200) - The HOTMA FASTForms Package does not include the TSP or EIV forms.
2. The [TSP FASTForms Package for PRAC](#) (\$1250) updated for HOTMA.
3. The [TSP FASTForms Package for Section 8](#) (\$1250) updated for HOTMA.
4. The [EIV FASTForms Package](#) (\$500) updated for HOTMA.
5. The [Streamlining FASTForms Bundle](#) (\$175) updated for HOTMA.

Please note that many of the forms in the Streamlining FASTForms Bundle are included in the HOTMA FASTForms Package. Click on the package name above to see what is included. Any of these forms [can be purchased individually](#).

We offer stand-alone templates for both the TSP and the EIV Policy and they have been updated for HUD's Multifamily Housing programs to comply with the latest guidance provided in HSG Notice 2023-10 [Implementation Guidance: Sections 102 and 104 of the Housing Opportunity Through Modernization Act of 2016 \(HOTMA\)](#).

1. \*The [TSP Template FASTForms for PRAC](#) (\$400)
2. \*The [TSP Template FASTForms for Section 8](#) (\$400)
3. \*The [EIV Policy Template FASTForm](#) (\$300)

*\*Please note that these forms are NOT part of the HOTMA FASTForms Package.*

These templates are provided in Microsoft Word so that owner/agents may edit the TSP and EIV Policy to conform with internal policies.

When updating the TSP, owner/agents have two choices.

1. Replace the existing TSP; or
2. Modify your existing TSP to include new HOTMA required language.

For those of you who have a TSP that does not need edits, but who want to add required HOTMA language to their existing TSP, we provide a document that just includes HOTMA language including, but not limited to, a description of:

- New Section 8 Asset Restrictions
- Hardship Exemptions
- Interim Reporting Requirements
- New SSN Documentation
- HUD's New Verification Hierarchy
- Streamlining

That FASTForm is the [TSP Sample Language HOTMA](#) form (\$100). To obtain our **free** TSP checklist, visit our [HOTMA Resources Page](#) and click on **HOTMA TSP Checklist**.



## Are You Trying to Prepare for HOTMA?

Because of the nature of the changes to EIV requirements, we were not able to create a similar document for the EIV Policies; we had to complete a re-write. The only option is to purchase the EIV Policy Template or the EIV FASTForms Package.

To obtain our **free** EIV Policy checklist, visit our [HOTMA Resources Page](#) and click on [HOTMA EIV Policy Checklist](#).

Other Packages such as the House Rules Package, AR Package, Move-in Package, IR Package, etc. are currently undergoing review and updates.

We will notify our customers when updated versions of those forms are available.

If you have additional questions, please contact us at [admin@rbdnow.com](mailto:admin@rbdnow.com) or by calling the office at 770-424-1806.