Are You Trying to Prepare for HOTMA?

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

Multifamily Housing owner/agents were responsible for updating both the TSP and the EIV Policy no later than **May 31, 2024**. RBD can help. We offer four FASTForms Packages *(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 ($975) updated for HOTMA.
5. The Streamlining Package ($250) updated for HOTMA.

Please note that many of the forms in the Streamlining FASTForms Package 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 PRAC w/HOTMA ($400)
2. The TSP Template PRAC Pre-HOTMA ($400)
3. *The TSP Template Section 8 ($400)
4. The TSP Template for Section 8 Pre-HOTMA ($400)
5. *The Policy EIV Use Template w/HOTMA ($300)
6. The Policy EIV Use Template PreHOTMA ($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

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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**.

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**.

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