



## Which EIV Findings will Affect the Overall MOR Score?

Until the form HUD-9834, Management Review for Multifamily Housing Projects, is revised to include the mandatory use of EIV, MOR Findings will fall into one of the following two categories; Category A - Findings that could affect the MOR overall score, and Category B - Findings that will not affect the MOR overall score.

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### **Category A Findings**

These Findings could affect the MOR overall score as they are Items relating to EIV which are included under existing occupancy requirements currently listed on the form HUD-9834. These items include the following:

- O/A has not updated Policies and Procedures to include EIV use.
- O/A has not updated Tenant Selection Plan to include use of Existing Tenant Report
- O/A is not using Existing Tenant Search Report (which should be in TSP)
- Unresolved Failed Verification and Pre-screening discrepancies
- O/A is not following HUD's record retention requirements
- Missing/Incomplete form HUD-9887

### **Category B Findings**

These Findings will not affect the MOR overall score as these items relate solely to EIV requirements. They will be listed as a Finding on the MOR Report and the O/A will need to mitigate each in order to close the MOR. Each Finding will need to contain a Condition, Criteria, Cause, Effect, Required Corrective Action, and a TCD (Target Completion Date). These are items that are currently not included on the form HUD-9834. These items include the following:

- O/A does not have access to EIV
- O/A is not using EIV for recertifications effective June 1, 2010
- Missing/incomplete EIV documents as listed on the Addendum C
- Rules of Behavior for non-system users missing where applicable missing
- EIV data being shared with other entities, e.g., state officials monitoring tax credit projects, Rural Housing staff monitoring Section 515 projects, or Service Coordinators
- EIV Income Reports are not in tenant files as third party verification
- Tenant files do not have documentation to support EIV income discrepancy resolution
- O/A is not reviewing New Hires Report
- Deceased Tenant Report has not been reviewed and errors corrected
- Multiple Subsidy Report has not been reviewed and errors corrected
- O/A is not providing tenants with the EIV & You brochure at move-in stage and recertification

### **Closing the Findings & MOR Report**

Once the O/A provides corrective action as noted on the MOR Report for each item, close the Finding on the MOR Report.