

## HUD Multifamily Housing Commonly Used Acronyms

### **GLOSSARY OF INDUSTRY TERMS**

The following acronyms are used throughout this MAT Guide. Please note that this is not a complete list of HUD acronyms used by Industry Stakeholders.

Acronym	Definition
AAF	Annual Adjustment Factor
AAI	Annual Adjusted Income
ACA	Affordable Care Act
ACC	Annual Contributions Contract – This is the CA Contract
ACOP	Admissions and Continued Occupancy Policy (PIH only)
ADA	Americans With Disabilities Act
ADAAG	Americans With Disabilities Act Accessibility Guidelines
AE	HUD Account Executive
AFFH	Affirmatively Furthering Fair Housing
AFHMP	Affirmative Fair Housing Marketing Plan
AFS	Annual Audited Financial Statements
AHAP	Agreement to Enter into a Housing Assistance Payments Contract
AHM	Affordable Housing Manager (training designation from Quadel)
AI	Annual Income
AMO	Accredited Management Organization
AMP	Asset Management Project
AOTC	Action Other Than Closing
AP	Assistance Payment
APP	Annual Performance Plan
APPS	Active Partners Performance System (See HUD Form 2530)
APR	Annual Performance Report (Annual Progress Report for homeless programs)
AR	Annual Recertification
A/R	Acquisition/Rehab
ARRA	American Recovery and Reinvestment Act
ASQ	American Society for Quality
AUR/NAUR	Available Unit Rule / Next Available Unit Rule
Automation Rule	24 CFR Part 208 Electronic Transmission of Required Data for Certification and Recertification and Subsidy Billing Procedures for Multifamily Subsidized Projects. Requires owners of subsidized multifamily projects to submit accurate data for housing assistance payments through the Tenant Rental Assistance Certification System (TRACS).
BIN	Building Identification Number
BLI	Budget Line Item (in LOCCS)
BLS	Bureau of Labor Statistics, U.S. Department of Labor
BOSS	Budget Outlay Support System
CA	Contract Administrator
CAM	Certified Apartment Manager (training designation)

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Acronym	Definition
CAOM	Contract Administration Oversight Monitor
CAAF	EIV Coordinator Access Authorization Form
CDBG	Community Development Block Grant (CPD program)
CFO	Chief Financial Officer (HUD Office of)
CFP	Capital Fund Program
CFR	Code of Federal Regulations
CIO	Chief Information Officer (HUD Office of)
CIR	Congressional and Intergovernmental Relations (HUD Office of)
CLPHA	Council of Large Public Housing Authorities
CMHI	Cooperative Management Housing Insurance Fund. One of four FHA funds
CNA	Capital Needs Assessment
Co-HOH	Co-Head-of-Household
Contract Number	HUD assigned 12-digit rental assistance contract numbers starting with state abbrev
CoC	Continuum of Care approach to assistance to the homeless
Coop	Cooperative
CoP	Contract of Participation related to the FSS program.
COS	Certified Occupancy Specialist (training designation from NCHM)
CPD	Community Planning and Development (HUD Office of)
CPO	Certified Professional of Occupancy (training designation from NCHM)
CPU	Cost Per Unit (Total Cost/Number of Units)
CQA	Certified Quality Auditor
CR	Contract Rent
CT	Correction
DAP	Development Application Processing (FHA - Multifamily Housing)
DAS	Deputy Assistant Secretary
DD	Developmentally Disabled
DDA	Difficult to Develop Area
DEC	Departmental Enforcement Center
DGMS	Departmental Grants Management System
DOJ	Department of Justice (pairs with HUD to enforce fair housing initiatives)
DSCR	Debt Service Coverage Ratio
DUNS	Dun and Bradstreet Numbering System (now obsolete)
EC	Enforcement Center (formally called Departmental Enforcement Center)
ED	Executive Director
EDSC	Elderly/Disabled Service Coordinator
EEO	Equal Employment Opportunity
EGI	Effective Gross Income (GPR - Vacancy Loss + Other Income = EGI)
EHOP	Equal Housing Opportunity Plan. Plan developed by Public Housing Agencies for use in Sec. 8 and Moderate Rehabilitation programs.
EID	Earned Income Disregard

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Acronym	Definition
EIN	Employer's Identification Number
EIS	Environmental Impact Statement. Analysis of environmental impacts of a proposed project.
EIV	HUD's Enterprise Income Verification System
ELI	Extremely Low Income
ELIHPA	The Emergency Low Income Housing Preservation Act of 1987
EMAD	Economic and Market Analysis Division
EPA	U.S. Environmental Protection Agency
ETL	Error Tracking Log
ETS	EIV Existing Tenant Search
EUA	Extended Use Agreement
FA	Financial Analyst
FAIR	Federal Activities Inventory Reform (FAIR) Act of 1998
FAQs	Frequently Asked Questions
FASS	Financial Assessment Subsystem
FBCO	Faith-Based and Community Organizations
FDS	Financial Data Schedule
FEMA	Federal Emergency Management Administration
FFY	Federal Fiscal Year
FHA	Fair Housing Act
FHAP	Fair Housing Assistance Program (FHEO program). Program assisting state/local government with processing fair housing complaints.
FHEO	Fair Housing & Equal Opportunity
FHIP	Fair Housing Initiatives Program (FHEO program). Program to assist state/local government, community groups and housing resource boards to combat housing discrimination.
FMR	Fair Market Rent (maximum rent for Section 8 rental assistance)
FOIA	Freedom of Information Act
FORQ	Field Office Initiated Accounting Adjustment
FPM	Field Policy and Management (HUD Office of)
FR	Federal Register
FSS	Family Self-Sufficiency program
FUP	Family Unification Program
FY	Fiscal Year
FYE	Fiscal Year End
GIMS	Grants Interface Management System
GR	Gross Rent (TTP + UA)
GRC	Gross Rent Change or Gross Rent Certification
GRRP	Green and Resilient Retrofit Program
HACAO	Housing Assistance Contract Administration Oversight (HQ Office overseeing the PBCAs; interfaces with other HQ offices for the PBCAs)

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Acronym	Definition
HAP	Housing Assistance Payment(s)
HART	HUD's Assistance and Recovery Team
HCA	Housing Counseling Agency
HCCP	Housing Credit Certified Professional
HCV	Housing Choice Voucher
HDS	Housing Discrimination Study
HEA	Higher Education Act
HERA	Housing and Economic Recovery Act
HFA	Housing Finance Agency
HH 4350.3	HUD Handbook 4350.3
HHS	Health and Human Services (U.S. Department of)
HOH	Head of Household
HOME	Home Investment Partnerships
HOPE VI	Program for Revitalization of Severely Distressed Public Housing (PIH program)
HOPWA	Housing Opportunities for Persons with Aids
HOTMA	Housing Opportunity Through Modernization Act of 2016
HQ	HUD Headquarters
HQS	Housing Quality Standards
HSG Notice	Multifamily Housing Notice
HTF	Housing Trust Fund
HRITC	Historic Rehabilitation Investment Tax Credit
HUD	U.S. Department of Housing and Urban Development
HUDCAPS	HUD Central Accounting Processing System
HUDClips	HUD Client Information and Policy Systems (where forms, memos & notices can be found)
HUD AE	HUD Account Executive
HUD VASH	HUD-Veterans Affairs Supportive Housing program
IC	Initial Certification
ICDBG	Indian Community Development Block Grant program
ICF/DD	Intermediate Care Facility/Developmentally Disabled
ICF/MR	Intermediate Care Facility/Mentally Retarded
IDRR	Initial Deposit to Replacement Reserve
IG	Inspector General (HUD Office of)
IHA	Indian Housing Authorities
IHBG	Indian Housing Block Grants program
IL	Income Limit
iMAX	Integrated Multifamily Access Exchange
IPA	Independent Public Accountant
IPF	Incentive Performance Fee
IPIA	Improper Payments Information Act

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Acronym	Definition
IR	Interim Recertification
iREMS	Integrated Real Estate Management System
iREMS Number	HUD assigned 8-digit Integrated Real Estate Management System (iREMS) property number
IRS	Internal Revenue Service
IT	Information Technology
ITIN	Individual Taxpayer Identification Number (A tax processing number only available for certain nonresident and resident aliens, their spouses and dependents who cannot get a Social Security Number.) This number is not to be used as a substitute for a resident or applicant's SSN.
JTPA	Job Training Partnership Act
LAP	Language Assistance Plan
LAS	Loan Accounting System; direct loans
LASS	Lender Assessment Subsystem
LDP	Limited Denial of Participation
LEP	Limited English Proficiency
LGBTQ	LGBTQ is an initialism that stands for "lesbian, gay, bisexual, transgender and queer". It may refer to anyone who is non-heterosexual or non-cisgender, instead of exclusively to people who are lesbian, gay, bisexual, or transgender.
LIA	Live-in Aid
LIHPRHA	Low Income Housing Preservation and Resident Home Ownership Act of 1990
LIHTC	Low-income Housing Tax Credits
LIHTC Max Rent	The Maximum Allowable Rent under LIHTC
LMSA	Loan Management Set-Aside
LOCCS	Line of Credit Control System
MAHRA	Multifamily Assisted Housing Reform and Affordability Act of 1997
MAP	Multifamily Accelerated Processing (FHA-Multifamily Housing process)
MAR	Miscellaneous Accounting Request
MARS	Multifamily Accounting Reporting and Servicing System aka CSMS; HUD-held loans
MAT	Monthly Activity Transmission
MAT 10	Any Full Certification (MI, IC, AR or IR or any correction to these) electronic format submitted to TRACS
MAT 15	Address Record electronic format submitted to TRACS
MAT 30	Voucher record electronic format submitted to TRACS
MAT 31	Voucher delete record electronic format submitted to TRACS
MAT 40	Move-out transaction electronic format submitted to TRACS
MAT 65	Termination/Suspension transaction electronic format submitted to TRACS
MAT 70	Gross Rent Change or Unit Transfer transaction electronic format submitted to TRACS
MDDR	Multifamily Delinquency and Default Reporting
MFH	Multifamily Housing
MFI	Median Family Income
MFRHIIP	Multifamily Housing Rental Housing Integrity Improvement Project

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Acronym	Definition
MI	Move-in
MINC	Management Interactive Network Connection (for USDA housing programs like 515)
MIS	Management Information System
MLS	Multiple Listing Service
MO	Move-out
Mod Rehab	Section 8 Moderate Rehabilitation
MOR	Management and Occupancy Review
MOU	Memorandum of Understanding
MSA	Metropolitan Statistical Area
MTCS	Multifamily Tenant Characteristics System
MTSP	Multifamily Tax Subsidized Project
MTW	Moving to Work Program
NAA	National Apartment Association
NAHASDA	Native American Housing Assistance Self-Determination Act
NAHB	National Association of Home Builders
NAHMA	National Affordable Housing Management Association
NAHRO	National Association of Housing and Redevelopment Officials
NAR	National Association of Realtors
NAREB	National Association of Real Estate Brokers
NC/SR	Section 8 New Construction/Substantial Rehabilitation
NCR	Noncitizen Rule
NCSHA	National Council of State Housing Agencies
NED	Non-Elderly Disabled
NEPA	National Environmental Policy Act
NFC	National Finance Center
NFHA	National Fair Housing Alliance
NIMBY	“Not In My Back Yard” (Phrase)
NLHA	National Leased Housing Association
NMHC	National Multifamily-Housing Council
NMTC	New Markets Tax Credit
NNPP	Non-necessary Personal Property
NOFA	(HUD) Notice of Funding Availability
NOI	Net Operating Income (EGI - Operating Expenses = NOI)
NPP	Necessary Personal Property
NPV	Net Present Value
NSP	Neighborhood Stabilization Program
NSPIRE	National Standards for the Physical Inspection of Real Estate
NTO	National Tenant’s Organization
OA	Owner/Agent
OAHP	Office of Affordable Housing Preservation

## HUD Multifamily Housing Commonly Used Acronyms

Acronym	Definition
OAMPO	Office of Asset Management and Portfolio Oversight
OARQ	Owner/Agent Requested Accounting Adjustment
OATG	Outreach and Training Grant
OCAF	Operating Cost Adjustment Factor
OCHCO	Office of the Chief Human Capital Officer
OGC	Office of General Counsel
OHHLHC	(HUD) Office of Healthy Homes and Lead Hazard Control
OIG	Office of Inspector General (aka the 'IG')
OMB	Office of Management & Budget
OMHAR	Office of Multifamily Housing Assistance Restructuring
OPPLI	Office of Policy, Program, and Legislative Initiatives
PAC	Section 202/162 – Project Assistance Contract
PAE	Participating Administrative Entity. Organization eligible to implement mortgage restructuring and rental assistance sufficiency (Restructuring) Plans. ( multifamily housing assistance restructuring)
PASS	Physical Inspection Assessment Subsystem
PATH	Prevention Assistance and Temporary Housing (Homeless program )
PBCA	Performance Based Contract Administrator
PBRA	Project-based Rental Assistance
PBRA RAD	Project-based Rental Assistance Rental Assistance Demonstration Contract
PBV	Project-based Voucher (program administered by PIH)
PBV RAD	Project-based Voucher Rental Assistance Demonstration
PD&R	Policy Development and Research (HUD Office of)
PEL	Project Expense Level
PH	Public Housing
PHA	Public Housing Authority
PHARS	Public Housing Authority Recovery and Sustainability Initiative
PHAS	Public Housing Assessment System (under REAC)
PIC	Public and Indian Housing Information Center
PIH	Public and Indian Housing
PII	Personally Identifiable Information
PIS	Placed In Service
PMS	Property Management System (Multifamily)
POA	Plan of Action <i>owners plan recorded in the Use Agreement</i>
POCA	Plan of Corrective Action
PRA	Project Rental Assistance
PRAC	Project Rental Assistance Contract
PUM	Per Unit Month
QAP	Qualified Allocation Plan
QHWRA	Quality Housing and Work Responsibility Act

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Acronym	Definition
QMR	(HUD) Quality Management Review program (for oversight of field operations)
QNP	Qualified Non-Profit
RA	Repayment Agreement: Tenants enter into a repayment agreement for the overpayment of assistance with the property, whereas Owners enter into a repayment agreement for the overpayment of assistance with the MFH field office, the following policies will ensure accurate accounting measures for both the property and SHCC. Chapter 8, Paragraph 8-23 of HUD Handbook 4350.3 REV-1, Change 4 provide specific guidance in regards to tenants' obligations to repay.
RAD	Rental Assistance Demonstration
RAM	Reasonable Accommodation & Modification
RAP	Rehab Assistance Payment (applies only to Component 1 PH to PBRA RAD)
RAP	Rental Assistance Payment Contract
RD	Rural Development (USDA)
REAC	Real Estate Assessment Center
REMS	Real Estate Management System (under REAC)
Rent Supp	Rent Supplement Contract (applies only to S8RAD C1)
RHIIP	Rental Housing Integrity Improvement Project
RHS	Rural Housing Service
RMI	Removed from Inventory
ROB	Rules of Behavior – EIV ROB and TRACS ROB (required for people without access to EIV but access to EIV reports and required for anyone with access to TRACS)
ROSS	Resident Opportunity and Supportive Services
RR	Revenue Ruling
S8	Section 8 Contract
S8RAD C1	Section 8 PBRA RAD Component 1 PH to PBRA RAD
S8RAD C2	Section 8 PBRA RAD Component 2 Mod Rehab/Rent Supp RAP to PBRA RAD and PBRA RAD for PRAC (202 & 811)
SAM	System for Award Management
SAMA	Site Appraisal and Market Analysis. Required for commitment of FHA mortgage insurance on most Multifamily Projects and large subdivisions.
SAVE	Systematic Alien Verification for Entitlements
Section 3	Obligates PHAs to afford resident access to jobs and contracting opportunities created by federal funding
Section 5(h)	Permits PHAs to sell all or part of a public housing development to eligible residents
Section 8	Housing Assistance Payment Program (Housing and Community Development Act of 1974)
Section 8	Housing Choice Voucher Program (Housing and Community Development Act of 1974)
Section 8(a)	Small Business Act authorizing SBA to enter into contracts with other federal agencies for goods and services. SBA then subcontracts work with eligible small firms.
Section 8 FMC	Section 8 Financial Management Center (under PIH)
Section 9 Operating Subsidies	See Operating Subsidies
Section 184	Loan Guarantee Program



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Acronym	Definition
Section 202	Loans for construction/rehab of housing for the elderly or handicapped
Section 203	Basic FHA Single Family mortgage insurance program.
Section 108	Section 108 Loan Guarantee Program (under CPD)
Section 202/811	Programs for housing assistance to the elderly and people with disabilities
Section 207	Basic FHA multifamily insurance program
Section 221(d)(2)	FHA Single Family Mortgage insurance for low/moderate income families
Section 221(d)(3)	FHA mortgage insurance for Multifamily housing for low/moderate income families.
Section 223(e)	FHA mortgage insurance with housing in older declining neighborhoods
Section 223(f)	FHA mortgage insurance to refinance existing multifamily housing
Section 231	Mortgage insurance for housing constructed or rehabilitated primarily for elderly persons
Section 235	FHA single family mortgage insurance with subsidies on interest for low/moderate income families
Section 236	FHA multifamily mortgage insurance with subsidies on interest for low/moderate income projects
SEMAP	Section 8 Management Assessment Program
SH	Safe Harbor Income Source – Also referred to as Means-tested.
SHP	Supportive Housing Program
SPII	Sensitive Personally Identifiable Information
SRO	Single Room Occupancy
Student Rule	Section 8 Eligibility to occupy the subsidized property and receive housing assistance.
SS	Social Security
SSD	Social Security Disability
SSI	Supplemental Security Income
SSN	Social Security Number
STARS	System for tracking calls requesting computer-related assistance
START	Neighborhood Networks Strategic Tracking and Reporting Tool
TAC	HUD's Technical Assistance Center
TANF	Temporary Assistance to Needy Families
TASS	Tenant Assessment Subsystem
TBRA	Tenant-based Rental Assistance
TCA	Traditional Contract Administrator
TIC	Tenant Income Certification (for the LIHTC program)
TM	Termination/Suspension of Assistance
TR	Tenant Rent (usually TTP less UA)
TRACS	Tenant Rental Assistance Certification System (TRACS)
TSP	Tenant Selection Plan
TTP	Total Tenant Payment before the application of any Utility Allowance
UA	Utility Allowance
UAAF	EIV User Access Authorization Form
UIV	Upfront Income Verification

## HUD Multifamily Housing Commonly Used Acronyms

Acronym	Definition
UEI	GSA SAM Unique Entity Identifier
UEL	Utilities Expense Level
UFAS	Uniform Federal Accessibility Standards
UPCS	Uniform Physical Condition Standards
UR	Utility Reimbursement
USC	United States Code
USDA	U.S. Department of Agriculture
USHA	United States Housing Act of 1937
UT	Unit Transfer
UVR	Unit Vacancy Rule (LIHTC)
VA	Veterans Affairs (U.S. Department of)
VAMA	Voluntary Affirmative Marketing Agreement
VASH	HUD-Veterans Affairs Supportive Housing Program
VAWA	Violence Against Women Act
VCA	Voluntary Compliance Agreement. Conciliation agreement signed by a complainant to resolve a complaint.
VLI	Very Low Income
VMS	Voucher Management System
WASS	Web Access Secure System
YOC	Year of Conversion (applies only to Component 1 PH to PBRA RAD)
YTD	Year to Date