

FASTFacts – 9887 Requirements With HOTMA Changes



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Business Development, Inc.

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Owner/agents are not required to have a written Hardship Exemption Policy but it is strongly recommended.

The material contained in this document is not comprehensive of the continually emerging issues surrounding policies in HUD’s multi-family housing program. Handbook guidance is derived from The HUD Handbook 4350.3 Rev 1 Change 4 released in 2013, HSG Notice 2023-10 and subsequent notices and resources provided on HUD’s MFH HOTMA web page. RBD makes no warranty to the usability, compliance or legality of this document.

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This FASTFact was created using information available as of 8/2024.

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HOTMA & THE 9887

HUD Forms 9887/9887A are used for HUD's Multifamily Housing Programs. HUD has not yet released a new version of the 9887 Package and OA's are not required to implement the new 9887 and 9887A until new site software, compatible with HOTMA, is released and implemented (probably Q3 this year).

At this time, you should NOT change your current practice as it relates to the 9887.

The current 9887/9887A must be signed by the HOH, co-HOH/spouse and all adult members of a family at MI/IC and at each AR. When a new adult is added, he/she must sign the form before the application is approved. When an existing family member turns 18, that member must sign the forms based on your property policy. The policy must ensure that the form is signed before reviewing any EIV information for that member (as a best practice, the form should be signed no more than 30 days after the new adult's birthday).

Family members may sign the same 9887. Each family member signs a separate 9887-A. Families are provided with the 9887 FACT Sheet when the owner/agent provides the 9887 forms.

When the new 9887/9887A package is released later this year, under HUD's new instruction:
For applicants, the HOH, co-HOH/spouse regardless of age and all adult applicants must sign the new 9887/9887A consent forms when eligibility is being determined. If a member refuses to sign, the owner/agent will deny HUD housing assistance.

For existing residents, the HOH, co-HOH/spouse regardless of age and all adult family members must sign and submit HUD's new HUD 9887 consent forms at the next Interim Recertification or Annual Recertification after the form is released.

Once the new forms have been signed, there will be no need to ask a member to sign a new 9887 except:
When any person 18 years or older is added to the family, that family member must sign and submit a consent form;
When a member of the family turns 18 years of age, that family member must sign and submit a consent form; or
As required by HUD in administrative instructions.

Applicants and residents should be advised that the authorization will remain effective until the earliest of:
The date of denial of an application;
The date of move-out
The effective date of termination of assistance; or
The date an applicant or resident informs the owner/agent or HUD that the resident, or any member of the resident's family, revokes consent as provided in HUD 9887.

You must decide what to do if the family revokes consent. You may continue to provide assistance until the next IR or AR, or you may terminate.

Your TSP must be updated to include all of the new information. The current deadline to update your TSP was May 31, 2024. Check out the new HOTMA TSP Checklist on our HOTMA Resources page.