

PHAS Made Simple...

In 0 to 2.6 Seconds

Agenda

- Overview of the Public Housing Assessment System (PHAS) and the Integrated Assessment Subsystem (NASS)
 - * Accessing Information In Secure Systems
- Physical Assessment Subsystem (PASS)
- Financial Assessment Subsystem (FASS)
- Management Assessment Subsystem (MASS)
- Resident Assessment Subsystem (RASS)

Purpose of Training

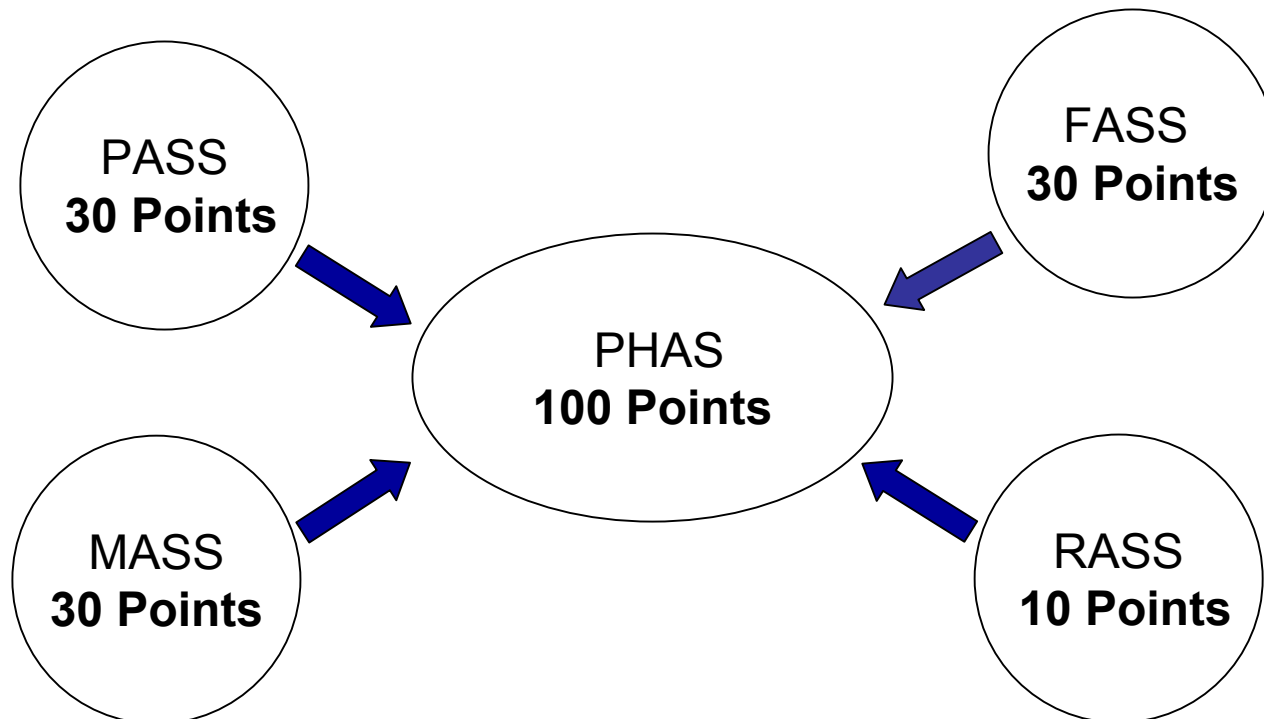
To refresh your understanding of the PHAS.

To provide tips on how you can improve the housing authority's performance and PHAS Score.

To examine case studies in order to reinforce learning points

Description and Overview PHAS

The PHAS score is comprised of assessments of four major operational areas – physical, financial, management, and resident satisfaction



What Can PHAS Do For Me?

Review and assess major components of a PHA through PHA and property level data

Drill down to specific actionable items such as repair items or business areas where management controls are needed

Support PHA in efforts to provide housing that is decent, safe, sanitary and in good repair

PHAS Designation Status

PHAS Status Designation	Composite PHAS Score	Individual Indicator Score
High Performer	90% or higher	At least 60 % in all four Indicators
Standard Performer	Less than 90% and more than or equal to 60%	Not less than 60% (18 points) of total points available in: PASS, MASS, and FASS
Substandard Performer = TROUBLED		
Substandard Performer = TROUBLED	60% or more	Less than 60% in only one Indicator, i.e.: PASS, FASS, or MASS
Substandard Management = TROUBLED	Less than 60%	Less than 60% in only the MASS Indicator
Substandard Physical = TROUBLED	Less than 60%	Less than 60% in only the PASS Indicator
Substandard Financial = TROUBLED	Less than 60%	Less than 60% in only the FASS Indicator

PHAS Designation Status

PHAS Status Designation	Composite PHAS Score	Individual Indicator Score
Troubled Performer		
Troubled Performer	Less than 60%	Less than 60% (18 points) in more than one Indicator, i.e.: PASS, FASS, or MASS
Capital Fund Troubled	Less than 60%	Less than 60% in the Capital Fund subindicator of MASS Indicator
Troubled/Capital Fund Troubled	Less than 60%	Troubled and less than 60% in the Capital Fund subindicator of MASS Indicator

What Do Designations Mean?

If a PHA is a **High Performer**:

- It is eligible for a Capital Fund Bonus
- It is eligible to be PHAS assessed every other year if it is a Small PHA (Deregulation for Small PHAs)
- It may be eligible for the PASS Performance Incentive and can skip a physical inspection the next year if it receives a PASS score of 24 or higher

If a PHA is a **Standard Performer**:

- It is eligible to be PHAS assessed every other year if it is a Small PHA (Deregulation of Small PHAs)

If a PHA is a **Troubled Performer**:

- It is remanded to Field Office HUB
- If Troubled for 2 years, it is referred to Departmental Enforcement Center (DEC), which may lead a PHA to be suspended or debarred

Regulations and Programs

Start with FYE 9/30/03 PHAs

Deregulation for Small Public Housing Agencies [*24 CFR Parts 902, 903, and 985 Deregulation for Small Public Housing Agencies; Final Rule, (Small PHA Deregulation)*]

Created to relieve Small PHAs from being PHAS assessed on an annual basis

- To be exempt from PHAS every other year a PHA must:
 - *Have 249 units or fewer
 - *Be a Standard or High Performer in the prior assessment year
- During its exempt year a PHA must still submit FASS data, but does not submit RASS, PASS, or MASS data
- A PHA may ask to be PHAS assessed in an exempt year, if the following guidelines are met:
 - *Submitted in writing to REAC via the PHAS mailbox within 10 days after receipt of the email notification verifying exempt status

Regulations and Programs

Consortia *[24 CFR Part 943, Consortia of Public Housing Agencies and Joint Ventures; Final Rule]*

Participating in a Consortia is a way for PHAs that would not otherwise qualify for funding to combine with other PHAs to share resources and cut down on overall costs

The representative of the consortium, also known as the lead entity, assumes overall responsibility for compliance with PHAS requirements for the consortia

Regulations and Programs

PIH REAC Guidance on Consortia PHAs:

- *The PIH-REAC will continue to score PHAs in a consortium on an individual PHA basis
- *Each PHA will continue to receive its own PHAS score and designation
- *Each PHA will still be required to submit its own Financial (FASS) and Management (MASS) information and will be Physical (PASS) and Resident (RASS) assessed in accordance with the PHAS Final Rule (24 CFR 902). Individual PHAS scores will continue to be used for purposes of determining a PHA's eligibility for the Capital Fund Program
- *For detailed information regarding the FASS submission for consortia PHAs, please go to the following link:

http://www.hud.gov/offices/reac/products/fass/fass_pdf/consortia.pdf

Regulations and Programs

Moving to Work (MTW) PHAs

- Moving to Work was created to offer flexibility in testing alternative uses of federal funds for PHAs
- Some PHAs are permitted to combine funds from the the public housing operating and modernization programs and Housing Choice Voucher tenant-based rental assistance program to meet the purposes of the demonstration
- As a result, some agreements exempt PHAs from submitting indicator and sub-indicator data associated with PHAS
- Agreements, and their duration, vary per each PHAs' MTW Demonstration Program

For more information on MTWs please go to:

<http://www.hud.gov/offices/pih/programs/ph/mtw/index.cfm>

PHAS Submission Timeline

- **PASS** inspection conducted
- PHA promotes **RASS** survey
- PHA certifies **RASS** Implementation Plan

- **PASS** inspection completed
- **RASS** survey promotion completed
- **RASS** Implementation Plan completed

- **FASS UNAUDITED** submission due
- **MASS** submission due
- PHA certifies **RASS** Follow-up Plan (*if applicable*)

- **FASS AUDITED** submission due



PHAS Submission Indicators

PASS: Physical Inspection

- HUD Inspector conducts inspection of PHA properties

RASS: Implementation Plan

- PHA's plan to encourage residents to fill out the RASS surveys using the tools (Media Packet) RASS provides

RASS: Follow-Up Plan

- PHA's plan to improve upon those areas related to each survey section where the section score is below 75%

FASS: Unaudited

- PHA's unaudited financial statements

MASS: Management Operations Certification

- Detailed information describing PHA's management operations

FASS: Audited

- PHA's audited financial statements

Late Penalty Points

FYE + 2 MONTHS = FASS UNAUDITED and MASS CERTIFICATION DUE DATES (calendar days)

■ Due Date + 1 Day	1 Day Late Letter Sent
■ Due Date + 16 Days	Receive 1 late penalty point (-1)- no notification is sent
■ Due Date + 31 Days	Receive 2 late penalty points (-2)- no notification is sent
■ Due Date + 46 Days	46 Day Late Letter Sent
	Receive 3 late penalty points
(-3)	
■ Due Date + 61 Days	Receive 4 late penalty points (-4)- no notification is sent
■ Due Date + 76 Days	Receive 5 late penalty points (-5)- no notification is sent
■ Due Date + 3 Months assessed)	Late Presumptive Failure* (score of zero
■ FYE + 7 Months	7 Month Audit Reminder Letter
■ FYE + 9 Months FASS)	Late Presumptive Failure (Audited

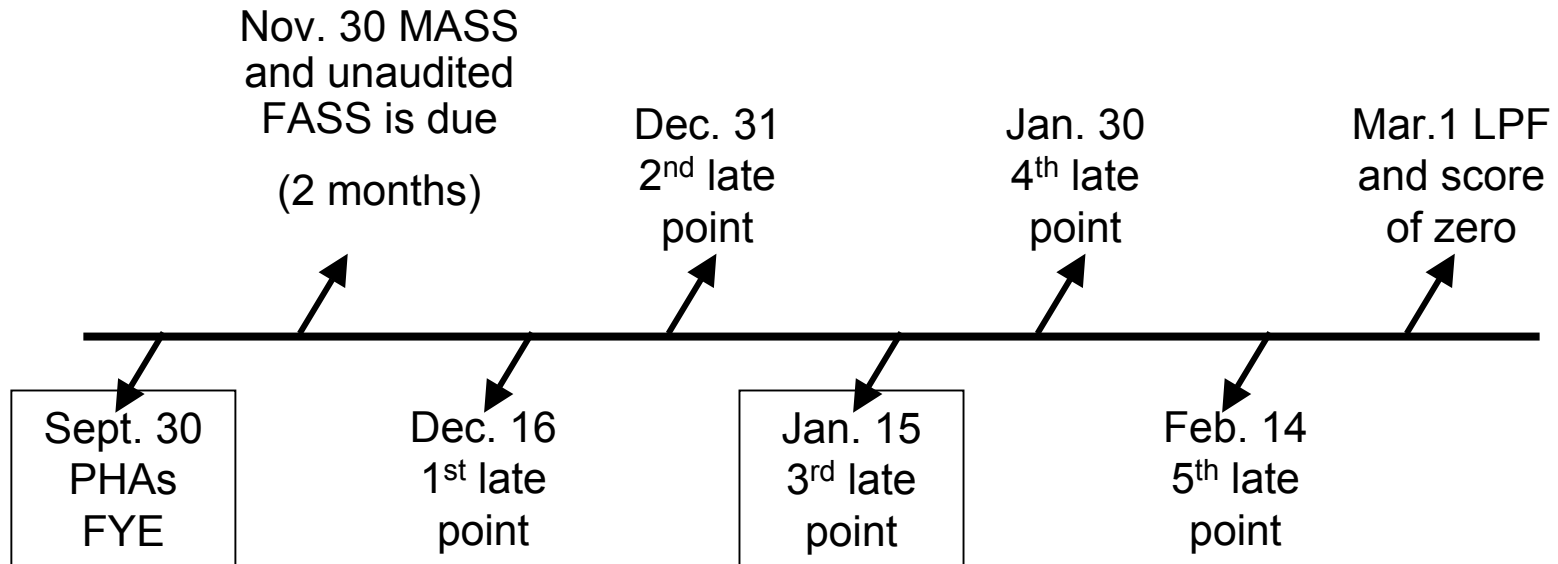
Late Penalty Points

***A Late Presumptive Failure (LPF) occurs when a PHA does not submit the required financial information and/or management certifications by the established regulatory submission deadlines. An automatic score of zero is assigned to the PHA for that indicator.**

NOTE: For FASS & MASS the first 15 days after the Due Date there will be zero Late Points assessed. Starting on the 16th Day and EACH 15 day period thereafter, one (1) Late Point will be assessed up to a maximum of 5 Late Points, per 24 CFR 902.60 (e) (1).

Late Penalty Points

MASS CERTIFICATION AND UNAUDITED FASS EXAMPLE



Case Study: Late Penalty Points

PHA: XY123 FYE:3/31/2003		Designation: Standard Performer		
PHAS Indicator	Original Score	Adjustment		Net Score
PASS	27			27
FASS	28	Minus 2 Late Penalty Points		28
MASS	29			29
RASS	7			7
			Late Penalty Points	-2
PHAS Score	91		PHAS Score	89
Designation:	High Performer		Designation:	Standard Performer

- PHA XY123 is originally designated as a High Performer according to its PHAS data submissions
- PHA XY123 submits its FASS unaudited submission 35 days after due date and receives 2 late penalty points
- PHA XY123 is finally designated as a Standard Performer

Trivia

Q1: PHA XY456 has missed its FASS unaudited submission due date by 16 days. How many late penalty points will it receive?

Trivia Answers

Q1: PHA XY456 has missed its FASS unaudited submission due dated by 16 days. How many late penalty points will it receive?

- *A1: The PHA will receive 1 late penalty point. Had the PHA missed its FASS audited submission due date by 16 days, it would have received an LPF.*

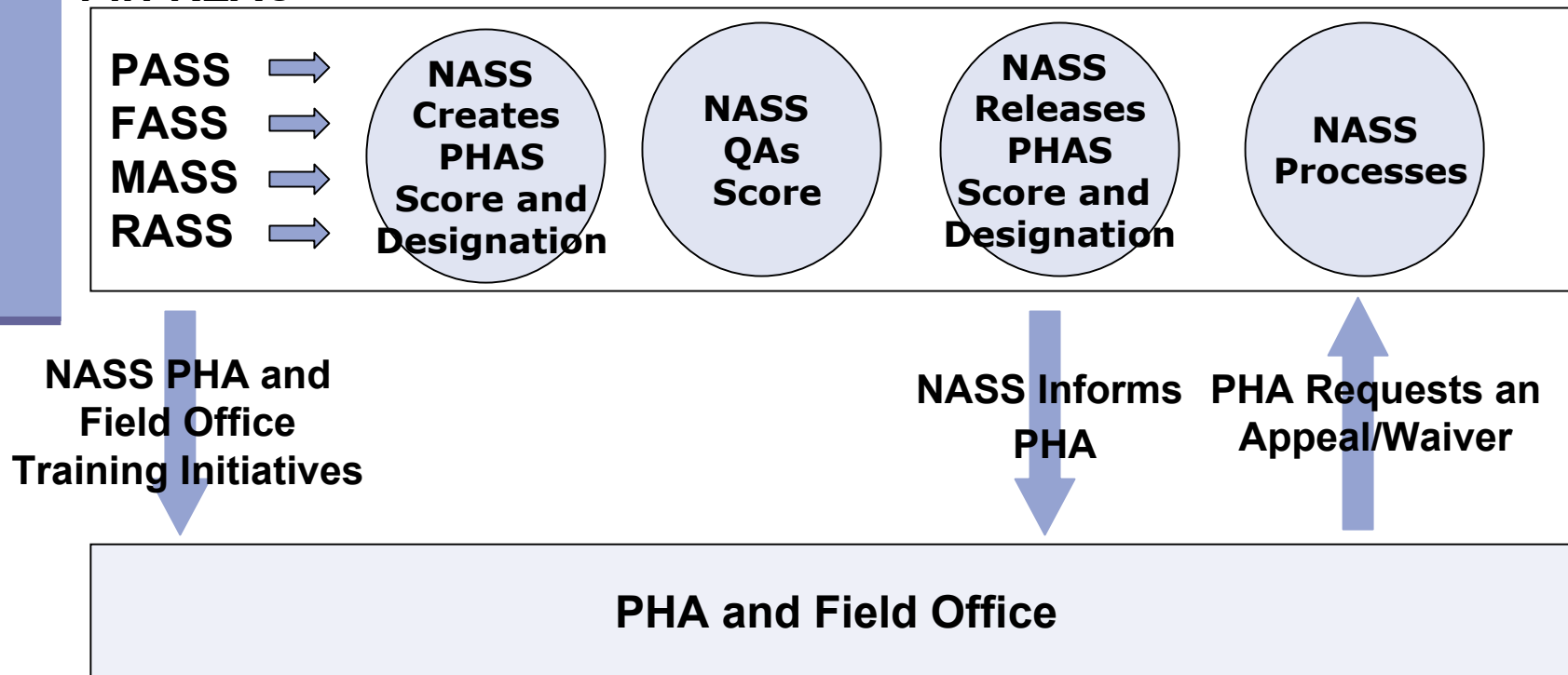
Overview of NASS

The Integrated Assessment Subsystem
(NASS)

Integrated Assessment Subsystem (NASS)

The Integrated Assessment Subsystem (NASS) assembles PHAS subsystem data from PHAs into a single, comprehensive assessment score; conducts quality assurance on the score for accuracy; releases the score and designation to the PHAs; and processes appeal and waiver requests received from PHAs

PIH-REAC



Integrated Assessment Subsystem (NASS)

NASS provides Public Housing Agencies with:

- Overall assessment results of PHAs
- Designates PHAs as troubled and remands them to the appropriate Field Office
- Communicates status on appeal and waiver requests by PHAs
- Accurate scores as a result of NASS's extensive QA Process

NASS Subsystem

Helpful tools for the PHAS:

- NASS Website
- Secure Systems

NASS Website

<http://www.hud.gov/offices/reac/products/prodphas.cfm>

Use the NASS website to find:

- Guidance on regulations and programs
 - *Consortia
 - *Deregulation for Small PHAs
 - *Moving to Work
- Appeals and Waivers
- Late Presumptive Failures
- Additional PHAS information

Secure Systems

Secure Systems

- Secure Systems is a web-based tool used to submit, assess, distribute, and report PHAS data
- PHAs and Field Offices can use Secure Systems to perform the following functions:
 - *Submit FASS, MASS, and RASS data
 - *View overall PHAS score reports and individual subsystem reports



Secure Systems

User Login

[housing](#) | [mail](#) | [help](#) | [search](#) | [home](#)

PHAS Reports

Use Secure System to:

- Assess PHAs' performance
- Gain a better understanding of PHAs and PHAS

Secure Systems

To gain access into Secure Systems go to the REAC homepage

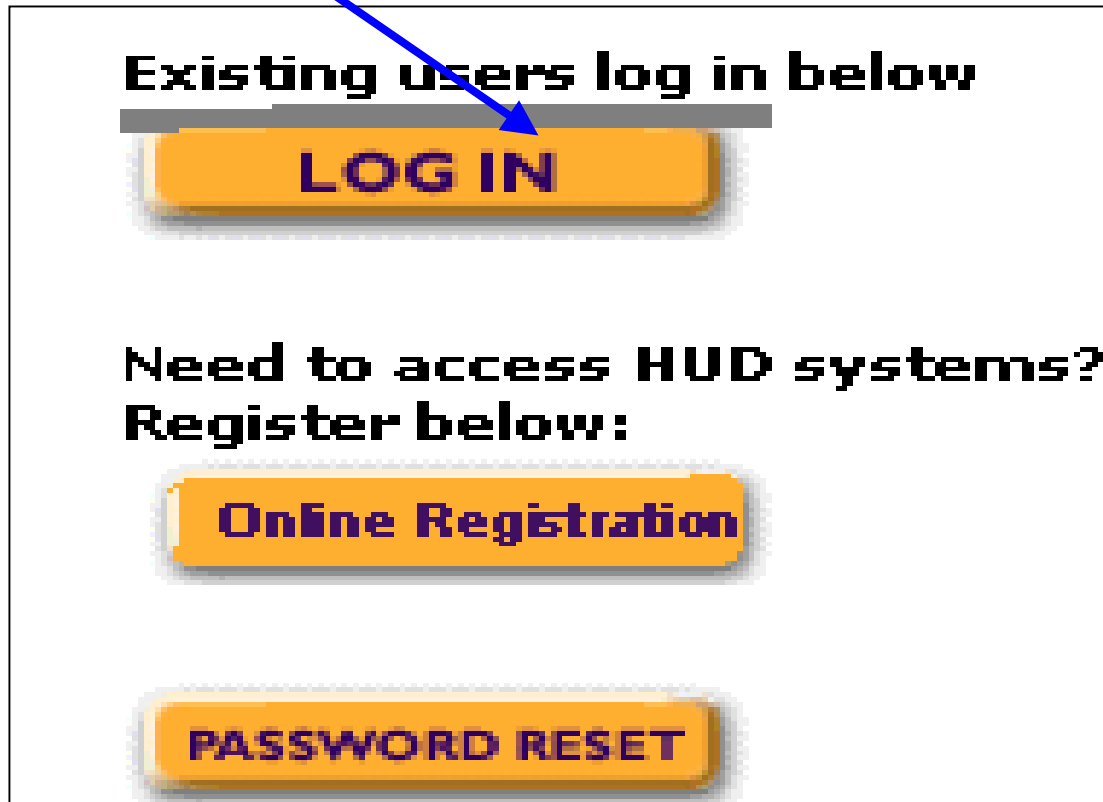
www.hud.gov/reac

Click on Online Systems link on left side of page



Secure Systems

Click on LOG IN button



Existing users log in below

LOG IN

**Need to access HUD systems?
Register below:**

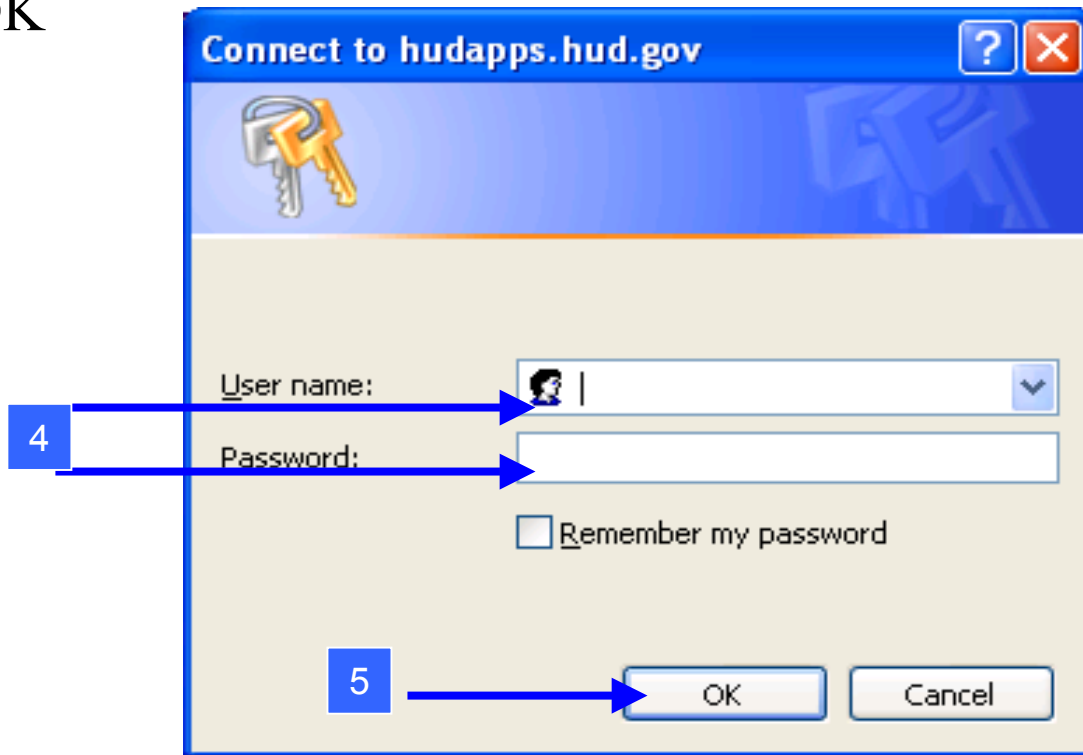
Online Registration

PASSWORD RESET

Secure Systems

Enter username and password

Click OK



The image shows a Windows-style dialog box titled "Connect to hudapps.hud.gov". The dialog has a blue header bar with a question mark icon and a close button (X). Below the header is a light blue area with a key icon. The main area is light beige and contains the following elements:

- A label "User name:" followed by a text input field containing a user icon and a dropdown arrow.
- A label "Password:" followed by a password input field.
- A checkbox labeled "Remember my password".
- At the bottom, two buttons: "OK" and "Cancel".

Annotations with blue arrows and numbers indicate the following steps:

- Step 4: Points to the "User name:" and "Password:" labels.
- Step 5: Points to the "OK" button.

Secure Systems

6. Enter Secure Systems User Name and Password
7. Click Login

The screenshot shows a web interface for 'Secure Systems' with a blue header and sidebar. The main content area is titled 'User Login'. In the top right corner of the header, there are links: 'housing | mail | help | search | home'. The sidebar on the left features a logo of three houses and the text 'Secure Systems'. Two blue arrows originate from a blue square on the sidebar: one points to the 'User ID' input field and the other points to the 'Password' input field. Below these fields, a blue square with the number '7' has an arrow pointing to the 'Login' button. The 'Login' button is next to a 'Guest' checkbox and a 'Cancel' button. At the bottom of the page, there is a footer with contact information for the U.S. Department of Housing and Urban Development, a 'Back to Top' link, and links for 'Home' and 'Privacy Statement'.

User Login housing | mail | help | search | home

Secure Systems

User ID

Password

7 Guest ☐

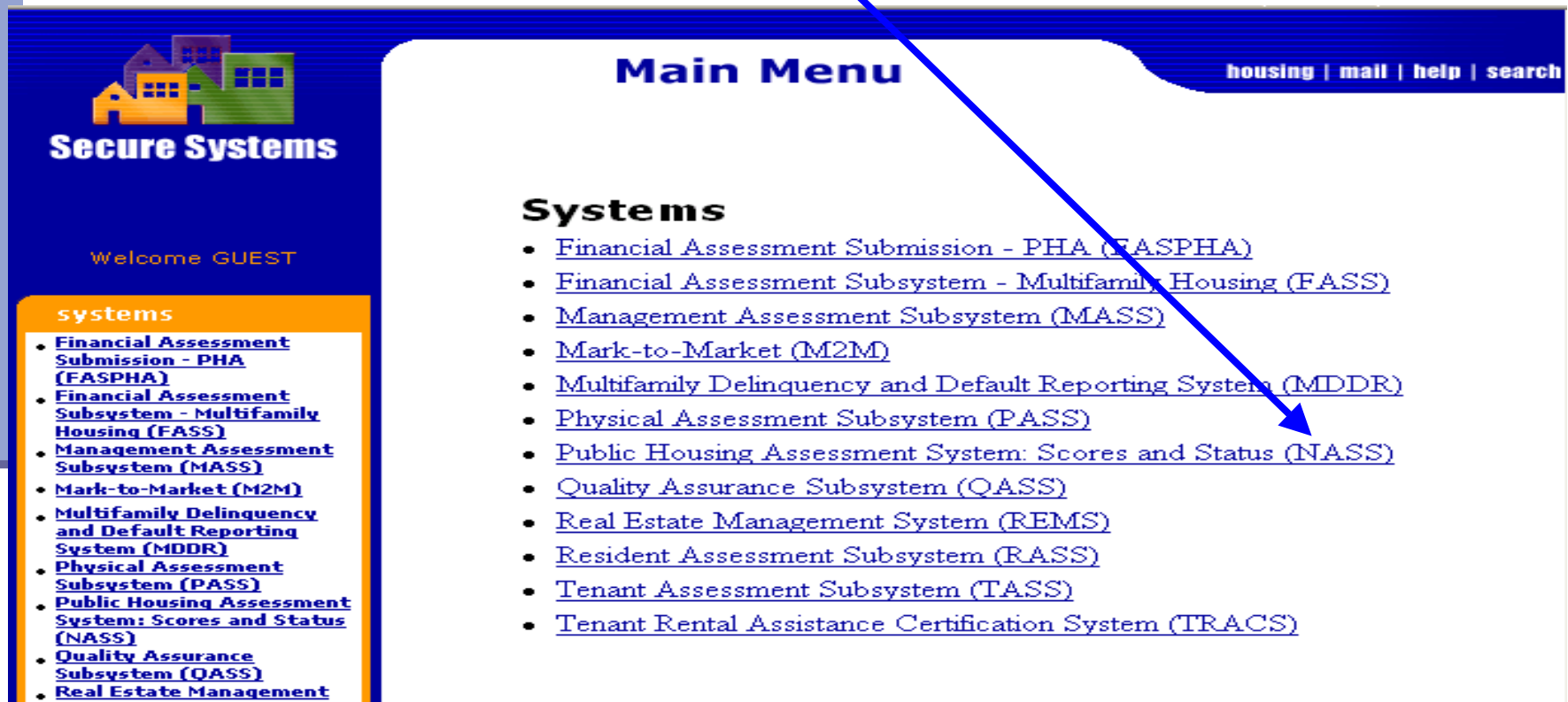
Content updated April 19, 2002 [Back to Top](#)

U.S. Department of Housing and Urban Development
451 7th Street S.W., Washington, DC 20410
Telephone: (202) 708-1112 TTY: (202) 708-1455

[Home](#) | [Privacy Statement](#)

Secure Systems

8. Click on appropriate subsystem (for general PHAS score information click on NASS)



Secure Systems

Welcome GUEST

systems

- [Financial Assessment Submission - PHA \(FASPHA\)](#)
- [Financial Assessment Subsystem - Multifamily Housing \(FASS\)](#)
- [Management Assessment Subsystem \(MASS\)](#)
- [Mark-to-Market \(M2M\)](#)
- [Multifamily Delinquency and Default Reporting System \(MDDR\)](#)
- [Physical Assessment Subsystem \(PASS\)](#)
- [Public Housing Assessment System: Scores and Status \(NASS\)](#)
- [Quality Assurance Subsystem \(QASS\)](#)
- [Real Estate Management System \(REMS\)](#)

Main Menu

housing | mail | help | search

Systems

- [Financial Assessment Submission - PHA \(FASPHA\)](#)
- [Financial Assessment Subsystem - Multifamily Housing \(FASS\)](#)
- [Management Assessment Subsystem \(MASS\)](#)
- [Mark-to-Market \(M2M\)](#)
- [Multifamily Delinquency and Default Reporting System \(MDDR\)](#)
- [Physical Assessment Subsystem \(PASS\)](#)
- [Public Housing Assessment System: Scores and Status \(NASS\)](#)
- [Quality Assurance Subsystem \(QASS\)](#)
- [Real Estate Management System \(REMS\)](#)
- [Resident Assessment Subsystem \(RASS\)](#)
- [Tenant Assessment Subsystem \(TASS\)](#)
- [Tenant Rental Assistance Certification System \(TRACS\)](#)

Secure Systems

9. Enter PHA Code, Fiscal Year, Click on PHAS Score Report, and then Click on the Submit button

 **integrated assessment subsystem (nass)** [reac home](#) | [systems menu](#) | [logoff](#)

REAL ESTATE ASSESSMENT CENTER
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

skip navigation

November 24, 2003

individual reports **summary reports**

Individual Reports

Please enter the desired PHA Code and Fiscal Year for which you would like a report. If you do not know the PHA Code, select the Search link.

PHA Code: don't know the code? [search](#)

Fiscal Year: ▼

☒ **PHAS Score Report** ☐ **Assessment Status Report**

☐ **Systemic Deficiencies Report** ☐ **Physical Indicator Score**

 [Download Acrobat Reader](#)

Comments or Questions? Contact the [REAC Technical Assistance Center](#).

Reports: NASS PHAS Score Report



integrated assessment subsystem (nass)

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skip navigation

individual reports summary reports

PHAS Score Report for Fiscal Year 2003

PHA Information

PHA Code:		PHA Name:		Fiscal Year End:	06
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PHAS Score: **95** Designation Status: **High Performer** PHAS Status: **Released**

Select a PHAS indicator to view details relating to the composite score.

PHAS Indicator	Original Score	Maximum Score	Indicator/PHAS Explanation
Physical (PASS Incentive)	27	30	Explanation
Financial	30	30	Explanation
Management	29	30	Explanation
Resident	9	10	Explanation
PHAS Total Score	95	100	

Click on each PHAS indicator for detail

Reports: NASS PHAS Score Report

Provides PHAS Status:

- **Released:** PHAS score has been released to the PHA
- **MTW:** The PHA has been designated as a Moving to Work PHA
- **Invalidated:** The PHAS score has been nullified, because of an inaccuracy, or because it needs to be changed.

integrated assessment subsystem (nass)
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U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
February 19, 2004

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individual reports | **summary reports**

PHAS Score Report for Fiscal Year 2003

PHA Information

PHA Code:	MA118	PHA Name:	Danvers Housing Authority	Fiscal Year:	03/00	
PHAS Score:		95	Designation Status:	High Performer	PHAS Status:	Released

Select a PHAS indicator to view details relating to the composite score.

PHAS Indicator	Original Score	Maximum Score	Indicator/PHAS Explanation
Physical (PASS Incentive)	27	30	Explanation
Financial	30	30	Explanation
Management	29	30	Explanation
Resident	9	10	Explanation
PHAS Total Score	95	100	

Last Updated: 09/06/2003

[PHAS Score Report](#)
[PHAS Scoring Packet \(printable version\)](#)

Reports: PASS

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skip navigation

individual reports **summary reports**

PHAS Physical Report for Fiscal Year 2003

View PHA's PASS score by property

PHA Information

PHA Code:		PHA Name:		Fiscal Year End:	06/30
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Physical Score 27 *(PASS Incentive)* **Number of Projects:** 2 **Systemic Deficiencies(not available)**

No Physical Condition Credits were selected with the Management Assessment

Project ID	Inspection Number	Unit Count	Property (Development)	Overall Score		Inspection Reason
				100 - Point Basis	30 - Point Basis	
MA06P118001	162009	40	HIGHLAND MANOR	97a	29.2	N/A
MA06P118002	162010	36	RAND CIRCLE	85c	25.6	N/A

Last Updated: 08/21/2003

* Smoke detector violation.

The letter "a" is given if no health and safety deficiencies were observed other than for smoke detectors. The letter "b" is given if one or more non-life threatening H&S deficiencies, but no life threatening H&S deficiencies were observed other than for smoke detectors.

The letter "c" is given if there were one or more life threatening H&S deficiencies observed.

Reports: FASS

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skip navigation

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PHAS Financial Report for Fiscal Year 2003

PHA Information

PHA Code:		PHA Name:		Fiscal Year End:	06/30
Submission Type:	Unaudited - Entity Wide v				

Financial Score (rounded) 30

Financial Sub-Indicators		Actual Score	Maximum Score
1	Current Ratio	9.0	9.0
2	Number of Months Expendable Funds Balance	9.0	9.0
3	Tenant Receivable Outstanding	4.5	4.5
4	Occupancy Loss	4.5	4.5
5	Net Income or Loss Divided by the Expendable Funds Balance	1.5	1.5
6	Expense Management/Utility Consumption	1.5	1.5
Total Financial Score		30.0	30.0

View PHA's FASS indicator and sub-indicator scores

Last Updated: 09/06/2003

Reports: MASS

PHA Information

PHA Code:		PHA Name:		Fiscal Year End:	06/30
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Management Score (rounded) 29

Management Sub-Indicator[2]		Actual Score	Maximum Score
1	Vacant Unit Turnaround Time	4.43	
2	Capital Fund	9.13	
	Unexpended Funds Over Three Federal Fiscal Years (FFYs) Old	Excluded	
	Timeliness of Fund Obligation	Excluded	
	Adequacy of Contract Administration	2.28	
	Quality of the Physical Work	4.57	
	Adequacy of Budget Controls	2.28	
3	Work Orders	5.22	5.22
	Emergency Work Orders	2.61	2.61
	Non-Emergency Work Orders	2.61	2.61
4	Annual Inspection of Dwelling Units and Systems	5.22	5.22
	Annual Inspection of Dwelling Units	2.61	2.61
	Annual Inspection of Systems Including Common Areas and Non-Dwelling Space	2.61	2.61
5	Security	5.22	5.22
	Tracking and Reporting Crime-Related Problems	1.74	1.74
	Screening of Applicants	1.74	1.74
	Lease Enforcement	1.74	1.74
	Drug Prevention and/or Crime Reduction Program Goals	Excluded	Excluded
6	Emergency Self-Sufficiency	Excluded	Excluded

View PHA's
MASS indicator
and sub-indicator
scores

Reports: RASS

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PHAS Resident Report for Fiscal Year 2003

PHA Information

PHA Code:		PHA Name:		Fiscal Year End:	
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Resident Score (rounded) 9

	Resident Sub-Indicators	Actual Score	Maximum Score
1	Survey Results	4.4	5.0
	Maintenance and Repair	0.9	1.0
	Communication	0.8	1.0
	Safety	0.9	1.0
	Services	1.0	1.0
	Appearance	0.8	1.0
2	Implementation Plan	2.0	2.0
3	Follow-Up Plan	3.0	3.0
Total Resident Score:		9.4	10.0

Last Updated: 07/18/2003

View PHA's
RASS indicator,
sub-indicator,
survey section,
and question
level scores

The sum of the sub-indicator scores may not equal the overall indicator score due to rounding.

Comments or Questions? Contact the [REAC Technical Assistance Center](#).

Reports: Assessment Status Report

Go to Individual Reports and Click on Assessment Status Report

The screenshot shows the 'integrated assessment subsystem (nass)' web interface. At the top, there is a header with the U.S. Department of Housing and Urban Development logo, the title 'integrated assessment subsystem (nass)', and navigation links: 'reac home', 'systems menu', and 'logoff'. The date 'November 24, 2003' is displayed on the right. Below the header, there are two tabs: 'individual reports' and 'summary reports'. The 'Individual Reports' section is active, showing instructions: 'Please enter the desired PHA Code and Fiscal Year for which you would like a report. If you do not know the PHA Code, select the Search link.' The form includes a 'PHA Code' input field with a 'don't know the code? [search](#)' link, a 'Fiscal Year' dropdown menu set to '2003', and three radio button options: 'PHAS Score Report', 'Assessment Status Report' (which is circled in blue), and 'Systemic Deficiencies Report'. A 'Physical Indicator Score' option is also present. A 'Submit' button is located at the bottom of the form. Below the form, there is a link to 'Download Acrobat Reader' and a footer with contact information: 'Comments or Questions? Contact the [REAC Technical Assistance Center](#)'.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
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integrated assessment subsystem (nass)
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November 24, 2003

individual reports summary reports

Individual Reports
Please enter the desired PHA Code and Fiscal Year for which you would like a report. If you do not know the PHA Code, select the Search link.

PHA Code: don't know the code? [search](#)

Fiscal Year:

☒ PHAS Score Report
☐ Systemic Deficiencies Report
☐ **Assessment Status Report**
☐ Physical Indicator Score

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Comments or Questions? Contact the [REAC Technical Assistance Center](#).

Reports: Assessment Status Report

PHAS/Integrated	
APPEAL CLOSED	01/08/2004
THIRTY DAYS EXTENSION	12/15/2003
APPEAL RECEIVED FASS	11/17/2003
RELEASE PHAS SCORE TO PHA	11/01/2003
LATE PENALTIES - FINANCIAL	10/21/2003
PHAS SCORE CREATED	10/21/2003
PHA ONE DAY LATE SUBMISSION NOTIFICATION - FINANCIAL	09/01/2003
Financial-audited	
FINANCIAL SUBMISSION IS IN DRAFT	01/17/2004
Financial-unaudited	
FINANCIAL ASSESSMENT APPROVED	10/21/2003
FINANCIAL SUBMISSION IS IN REVIEW	10/17/2003
FINANCIAL SUBMISSION IS READY FOR SCORING	10/17/2003
FINANCIAL SUBMISSION IS IN DRAFT	10/17/2003
FINANCIAL SUBMISSION REJECTED	10/01/2003
FINANCIAL SUBMISSION IS IN REVIEW	09/21/2003
FINANCIAL SUBMISSION IS READY FOR SCORING	09/21/2003
FINANCIAL SUBMISSION IS IN DRAFT	08/17/2003
Management	
MANAGEMENT ASSESSMENT APPROVED	09/12/2003
MANAGEMENT CERTIFICATION SUBMISSION IN REVIEW	09/12/2003
MANAGEMENT CERTIFICATION SUBMISSION IN REVIEW	08/29/2003
DRAFT MANAGEMENT ASSESSMENT VALIDATED	08/29/2003
MANAGEMENT ASSESSMENT IN DRAFT	08/19/2003
Resident	
RESIDENT ASSESSMENT APPROVED	07/18/2003
SURVEY SAMPLED	06/27/2003
Resident Follow-Up Plan	
UNIT ADDRESS INFORMATION CERTIFIED	03/24/2003
IMPLEMENTATION PLAN CERTIFIED	05/05/2003
Physical	

View PHA's indicator submission and approval status, as well as view appeal and waiver activity.

What is PIC and Why is it Important?

The PIH Information Center (PIC), which is now part of PIH-REAC:

- Allows PHAs to electronically submit information to HUD and allows Field Offices to review information on PHAs
- Is the central repository for unit address information
- Allows PHAs to electronically submit information to HUD
- Is the **PRIMARY** information system for the Public Housing program

PIC's Importance for PHAS:

- All email notifications from PIH-REAC in regards to submission of PHAS data is sent via email and mail; therefore updating PIC is crucial for each PHA
- If a submission is late or inaccurate due to incorrect information in PIC, PIH-REAC will **NOT** be held accountable as it is the responsibility of the PHA to provide accurate contact information and update PIC regularly

For more information on PIC go to:

<http://www.hud.gov/offices/pih/systems/pic/index.cfm>

Technical Reviews, Database Adjustments, Waivers, and Appeals

PHAs that believe an error has been made during the scoring process can file a Technical Review, Database Adjustment, Waiver, or Appeal

- **Technical Review** – Material error in information used for PASS and/or RASS score calculation (must be submitted within 15 days of notification)
 - *Example:* The inspection includes the wrong building or a building that is not owned by the property
- **Database Adjustment** – Material error in specific figures used in PASS score calculation (must be submitted to PASS Analyst within 15 days of notification)
 - *Example:* Inspector records a deficiency for a PHA property on an item that is not part of the PHA property, such as a sidewalk, or city owned area

Technical Reviews, Database Adjustments, Waivers, and Appeals (Cont.)

- **Waiver** – Circumstances beyond the control of a PHA require that one or more of the requirements of the PHAS scoring process be waived for the current year

Note: Only the PIH Assistant Secretary can grant a waiver

**Example:* Natural disaster (fire, hurricane, tornado, flooding, earthquake, etc.) resulting in significant destruction to a PHA's properties, computer systems, or data, impeding its ability to submit PHAS data on time

- **Appeal** – Objectively verifiable error or circumstances beyond the control of a PHA that, if corrected, would change the designation status of the PHA (must be submitted within 30 days of PHAS score release to PHA)

**Example:* Error has occurred in scoring due to the PHA submitting incorrect PHAS or indicator data

Visit <http://www.hud.gov/offices/reac/> for detailed instructions

Trivia

Q9: What does the designation MTW mean?

Q10: What is the Deregulation for Small Public Housing Agencies (PHAs)?

Q11: What is the guidance for PHAs that are part of a Consortia?

Trivia Answers

Q9: What does the designation MTW mean?

- *A9: MTW identifies a PHA that has a Moving to Work Agreement. Some agreements exempt PHAs from submitting indicators and sub-indicators associated with the Public Housing Assessment System (PHAS).*

Q10: What is the Deregulation for Small Public Housing Agencies (PHAs)?

- *A10: Created to relieve Small PHAs from being PHAS assessed on an annual basis. To be exempt from PHAS every other year a PHA must have 249 units or fewer and be a Standard or High Performer in the prior assessment year.*

Trivia Answers

Q11: What is the guidance for PHAs that are part of a Consortia?

A11:

- *The PIH-REAC will continue to score PHAs in a consortium on an individual PHA basis*
- *Each PHA will continue to receive its own PHAS score and designation*
- *Each PHA will still be required to submit its own Financial (FASS) and Management (MASS) information and will be Physical (PASS) and Resident (RASS) assessed in accordance with the PHAS Final Rule (24 CFR 902). Individual PHAS scores will continue to be used for purposes of determining a PHA's eligibility for the Capital Fund Program*
- *For detailed information regarding the FASS submission for consortia PHAs, please go to the following link:*
http://www.hud.gov/offices/reac/products/fass/fass_pdf/consortia.pdf

Warning Signs

Warning Sign	PHA Action
PHA receives late penalty points letter (1 day and 46 day late letters)	Determine why the data is not being submitted on time. Upon receipt of the 46 day late letter, you should contact your Field Office to help you submit data prior to receiving an LPF.
PHA does not respond to email notifications sent by PIH-REAC	Verify that your email address is correct in PIC. It is your responsibility to submit PHAS data in a timely manner.
Last year's PHAS indicator scores are showing a downward trend	Be proactive in determining problem areas (such as fixing physical deficiencies or managing finances). Plan fixing problem areas at least 6 months in advance of PHAS due dates.

How Can I Improve My PHAs' PHAS Scores?

PLAN AHEAD!!

Monitor your HA frequently in Secure Systems

Utilize prior year score results to set annual goals for your HA

If you have any questions or concerns, contact your local field office.

NASS Contacts

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(7:00 am to 8:00 p.m., Eastern Standard Time)

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