



HOUSING COUNSELING SYSTEM (HCS-F11) AGENCY REPORTING MODULE (ARM-F11M)

Disclosure Statement

HUD will follow strict rules to protect a client's confidentiality. The personal data collected, such as name and address, are protected by the Privacy Act. A client will never be identified in any reports. Although individual client responses may be looked at by HUD personnel, or HUD contractors, to collect and analyze the data, a client's name will not be associated with any analysis of the data. Only results from groups of people will be report to protect privacy as HUD staff and must demonstrate that they have systems in place to protect against data disclosure.

Privacy Act notice: The Housing Counseling Program is required the program applicants and participants to submit their full Social Security Numbers and/or the last 5 digits of Social Security Numbers as a condition of eligibility and persons doing business with a federal agency. This Social Security Number request is on a voluntary basis and authorized under the Housing and Community Development Act of 1987 42 U.S.C. 3543(a) and Debt Collection Improvement Act of 1996 31 U.S.C. 7701(c). Not supplying the information may delay HUD's identification verification process. This information is considered sensitive and is protected by the Privacy Act which requires the records to be maintained with appropriate administrative, technical and physical safeguards to ensure their security and confidentially. It will not otherwise be disclosed or released outside of HUD, except as permitted by law.