

HCS 14.14.0.0 Release

Changes to HUD User Interface for HCS V14.14.0.0

An update to HCS is planned for release on May 22, 2018 and includes the following changes:

- 9902 View of Client and Attendee Data
- Identify Agencies Providing Reverse Mortgage Counseling using data file from FHAC
- Agency Profile - Validation Check for Date Agency Joined HUD Program
- Agency Profile - Move Methods of Counseling to Agency Information tab
- Agency Review Spreadsheet - Add HUD POC and Agency Status Date Information
- Basic Agency Spreadsheet - Add HUD POC and Status Change Reason to spreadsheet
- Report Submission Verification Module Updated

Note: data displayed in screens is for example purposes only and does not reflect actual data

9902 View of Client and Attendee Data

- On the agency's 9902 click the **View 9902 Using Client Data** button.

May 15, 2018 C57569/Theresa D094

Housing Counseling Agency Activity Report		U.S. Department of Housing and Urban Development Office of Housing Federal Housing Commissioner							
1. Counseling Agency Name		2. Reporting Period and Budget							
Agency Name DELAWARE OPPORTUNITIES, INCORPORATED Agency ID: 80000 Agency Type: LHCA 35430 State Highway 10 Hamden, NY 13782-1112 Parent Agency Name (if applicable) NEW YORK STATE HOUSING FINANCE AGENCY Agency ID: 80938 Agency Type: SHFA		Reporting Period: Quarter 4 ▾ Fiscal Year: 2017 From: 10/01/2016 To: 09/30/2017 Submission Date: 09/25/2017 Update Date: 09/25/2017 Total budget, all sources: \$58,042.00 Total HUD Funding, all grants: \$56,534.23 HUD Funding Sources Passed @ 97% 2016-1 COMP 10/01/2015 - 03/31/2017 Extended to 06/30/2017 Notice of Funding Availability (NOFA) for the Department's Fiscal Years 2016 and 2017 Comprehensive Housing Counseling Grant Program. FR-6000-N-33 - FY 2016 Awards Funding: \$24,676.23 2017-1 COMP 10/01/2016 - 03/31/2018 2017 Comprehensive Housing Counseling Grant Program. FR-6000-N-33; FR-6100-N-33 Funding: \$31,858.00							
Validated: Validated Last Validated: 09/25/2017 Validated by: System The reporting period for quarter 4 was closed as of 03/31/2018		Only reports completed by 12/31/2017 will be credited for on time submission.							
<input type="button" value="Update"/> <input type="button" value="PDF Version"/> <input type="button" value="Close"/>		TOTAL							
<input type="button" value="Show HUD Grant Activity"/>		<table border="1"> <thead> <tr> <th>All Activities</th> <th>All HUD Funded Activities</th> <th>Calculated HUD Housing Counseling Activities</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>		All Activities	All HUD Funded Activities	Calculated HUD Housing Counseling Activities			
All Activities	All HUD Funded Activities	Calculated HUD Housing Counseling Activities							
<input type="button" value="View 9902 Using Client Data"/>									
3. Ethnicity of Households (select only one)									
a. Hispanic	2	2	1.94						

9902 View of Client and Attendee Data

- 9902 form will display populated with counts of the client and attendee data submitted from the agency's CMS.

May 15, 2018 C57569/Theresa D0941-Cars-Houck | Logout | Change Password

9902 Data Display for 80000 Quarter 4 2017

1. Counseling Agency Name DELAWARE OPPORTUNITIES, INCORPORATED Agency ID: 80000 35430 State Highway 10 Hamden, NY 13782-1112		2. Active Grants 2016-1 COMP 10/01/2015 - 03/31/2017 Extended to 06/30/2017 Notice of Funding Availability (NOFA) for the Department's Fiscal Years 2016 and 2017 Comprehensive Housing Counseling Grant Program. FR-6000-N-33 - FY 2016 Awards Funding: \$24,676.23 2017-1 COMP 10/01/2016 - 03/31/2018 2017 Comprehensive Housing Counseling Grant Program. FR-6000-N-33; FR-6100-N-33 Funding: \$31,858.00	
Total budget, all sources: \$ 58,042.00			
<input type="button" value="Back to 9902 Form"/>		All Activities	All HUD Funded
3. Ethnicity of Households (select only one)			
a.	Hispanic	2	0
b.	Not Hispanic	145	0
c.	Chose not to respond	0	0
Section 3 Total		147	0
4. Race of Households			
Single Race			
a.	American Indian/Alaskan Native	0	0
b.	Asian	0	0
c.	Black or African American	6	0
d.	Native Hawaiian or Other Pacific Islander	0	0
e.	White	140	0
Multi-Race			
f.	American Indian or Alaska Native and White	0	0
g.	Asian and White	0	0
h.	Black or African American and White	1	0
i.	American Indian or Alaska Native and Black or African American	0	0
j.	Other multiple race	0	0
k.	Chose not to respond	0	0
Section 4 Total		147	0
5. Income Levels			
a.	< 30% of Area Median Income (AMI)	11	0
b.	30 - 49% of AMI	27	0
c.	50 - 79% of AMI	90	0
d.	80 - 100% of AMI	12	0
e.	> 100% AMI	7	0
f.	Chose not to respond	0	0
Section 5 Total		147	0
6. Rural Area Status			
a.	Household lives in a rural area	146	0
b.	Household does not live in a rural area	1	0

Identify Agencies Providing Reverse Mortgage Counseling using data file from FHAC

- Agency Profile – HUD Affiliation tab – Types of Counseling Services: RMC – Reverse Mortgage Counseling will display as read-only.
- HUD POCs will not be able to change the selection.
- Nightly job will pull FHAC data file to identify agencies that have at least one HECM counselor.

The screenshot displays the 'HUD Affiliation' tab for an agency profile. The agency is 'CHILD & FAMILY SERVICES OF EASTERN VIRGINIA, INC. D/B/A THE UP CENTER' (Agency ID: 81146). It is an 'LHCA' type agency affiliated with 'Philadelphia (HOC)'. The HUD POC is 'Holman, Virginia'. The 'Types of Counseling Services' section lists various services, with 'RMC - Reverse Mortgage Counseling (From FHAC, read-only)' highlighted by a red box. Other services include FBC, HIC, DFC, PPC, RHC, HMC, FHW, FBW, NDW, PLW, PPW, RHW, and DFW. The 'Agency Status' is 'Approved' as of 09/09/2015, and the 'Last Review Date' is 04/25/2012.

HUD Affiliation					
Agency ID: 81146	<input type="checkbox"/> Validated? Last Validated on 01/02/2018 (Next Validation Required by 04/02/2018)				
Agency Name: CHILD & FAMILY SERVICES OF EASTERN VIRGINIA, INC. D/B/A THE UP CENTER *					
Type of Agency: LHCA *	Parent Org: 82561	Parent Type: SHFA	Parent Name: VIRGINIA HOUSING DEVELOPMENT AUTHORITY	<input type="checkbox"/> Temporary Affiliate	
HUD Office Agency Assigned to: Philadelphia (HOC) *			Joined HUD Program as of: 04/01/2004		
HUD POC: Holman, Virginia		POC Phone: 804-822-4911		POC Email: hcs@salientcrgt.com	
POC User Profile					
Agency Review:					
Last Review Date: 04/25/2012	Reviewed By: Virginia, Holman	Review Results: IN COMPLIANCE	Score: 100	Next Scheduled Review Date: N/A	Create New Review
Change Review View Review History					
Agency Status:					
Status: Approved	As Of: 09/09/2015	Up To: 10/01/2018	Change Status View Status History		
Types of Counseling Services:					
<input checked="" type="checkbox"/> FBC - Financial Management/Budget Counseling	<input type="checkbox"/> FHW - Fair Housing Pre-Purchase Education Workshops				
<input type="checkbox"/> HIC - Home Improvement and Rehabilitation Counseling	<input type="checkbox"/> FBW - Financial, Budgeting, and Credit Workshops				
<input checked="" type="checkbox"/> DFC - Mortgage Delinquency and Default Resolution Counseling	<input type="checkbox"/> NDW - Non-Delinquency Post Purchase Workshops				
<input checked="" type="checkbox"/> PPC - Pre-purchase Counseling	<input type="checkbox"/> PLW - Predatory Lending Education Workshops				
<input checked="" type="checkbox"/> RHC - Rental Housing Counseling	<input checked="" type="checkbox"/> PPW - Pre-purchase Homebuyer Education Workshops				
<input checked="" type="checkbox"/> RMC - Reverse Mortgage Counseling (From FHAC, read-only)	<input type="checkbox"/> RHW - Rental Housing Workshops				
<input checked="" type="checkbox"/> HMC - Services for Homeless Counseling	<input type="checkbox"/> DFW - Resolving/Preventing Mortgage Delinquency Workshops				
Zip Code Affiliations:					

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Identify Agencies Providing Reverse Mortgage Counseling using data file from FHAC

- A checked box indicates that the agency has at least one HECM counselor in FHAC.

The screenshot displays the 'Agency Information' tab of the HUD User Interface. The form contains the following information:

- Agency ID:** 81146
- Validated?** ☐ Last Validated on 01/02/2018 (Next Validation Required by 04/02/2018)
- Agency Name:** CHILD & FAMILY SERVICES OF EASTERN VIRGINIA, INC. D/B/A THE UP CENTER *
- Type of Agency:** LHCA *
- Parent Org:** 82561
- Parent Type:** SHFA
- Parent Name:** VIRGINIA HOUSING DEVELOPMENT AUTHORITY
- Temporary Affiliate:** ☐
- HUD Office Agency Assigned to:** Philadelphia (HOC) *
- Joined HUD Program as of:** 04/01/2004
- HUD POC:** Holman, Virginia
- POC Phone:** 804-822-4911
- POC Email:** hcs@salientcrgt.com
- POC User Profile:** [POC User Profile](#)
- Agency Review:**
 - Last Review Date: 04/25/2012
 - Reviewed By: Virginia, Holman
 - Review Results: IN COMPLIANCE
 - Score: 100
 - Next Scheduled Review Date: N/A
 - [Create New Review](#)
 - [Change Review](#) | [View Review History](#)
- Agency Status:**
 - Status: Approved
 - As Of: 09/09/2015
 - Up To: 10/01/2018
 - [Change Status](#) | [View Status History](#)
- Types of Counseling Services:**
 - ☒ FBC - Financial Management/Budget Counseling
 - ☐ HIC - Home Improvement and Rehabilitation Counseling
 - ☒ DFC - Mortgage Delinquency and Default Resolution Counseling
 - ☒ PPC - Pre-purchase Counseling
 - ☒ RHC - Rental Housing Counseling
 - ☒ RMC - Reverse Mortgage Counseling (From FHAC, read-only)
 - ☒ HMC - Services for Homeless Counseling
 - ☐ FHW - Fair Housing Pre-Purchase Education Workshops
 - ☐ FBW - Financial, Budgeting, and Credit Workshops
 - ☐ NDW - Non-Delinquency Post Purchase Workshops
 - ☐ PLW - Predatory Lending Education Workshops
 - ☒ PPW - Pre-purchase Homebuyer Education Workshops
 - ☐ RHW - Rental Housing Workshops
 - ☐ DFW - Resolving/Preventing Mortgage Delinquency Workshops
- Zip Code Affiliations:**

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Identify Agencies Providing Reverse Mortgage Counseling using data file from FHAC

- An unchecked box indicates that the agency does not have a HECM counselor in FHAC.

Agency Summary Agency Information Personnel Contact Information HUD Affiliation Counselor/Client

Agency ID: 80000 ☐ Validated? Last Validated on 09/25/2017 (Next Validation Required by 12/24/2017)

Agency Name: DELAWARE OPPORTUNITIES, INCORPORATED *

Type of Agency: LHCA * Parent Org: 80938 Parent Type: SHFA Parent Name: NEW YORK STATE HOUSING FINANCE AGENCY ☐ Temporary Affiliate

HUD Office Agency Assigned to: Philadelphia (HOC) * Joined HUD Program as of: 04/01/2004

HUD POC: Mindes, Stuart POC Phone: 973-776-7361 POC Email: smhcs@salientcrgt.com POC User Profile

Agency Review: Create New Review

Last Review Date: 01/01/2017	Reviewed By: Marie, A. Avila	Review Results: IN COMPLIANCE	Score: 999	Next Scheduled Review Date: 01/01/2019	Change Review View Review History
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Agency Status:

Status: Inactive	As Of: 04/17/2018	Up To: 05/17/2018	Change Status View Status History
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Types of Counseling Services:

<input type="checkbox"/> FBC - Financial Management/Budget Counseling	<input type="checkbox"/> FHW - Fair Housing Pre-Purchase Education Workshops
<input checked="" type="checkbox"/> HIC - Home Improvement and Rehabilitation Counseling	<input type="checkbox"/> FBW - Financial, Budgeting, and Credit Workshops
<input checked="" type="checkbox"/> DFC - Mortgage Delinquency and Default Resolution Counseling	<input type="checkbox"/> NDW - Non-Delinquency Post Purchase Workshops
<input checked="" type="checkbox"/> PPC - Pre-purchase Counseling	<input type="checkbox"/> PLW - Predatory Lending Education Workshops
<input checked="" type="checkbox"/> RHC - Rental Housing Counseling	<input checked="" type="checkbox"/> PPW - Pre-purchase Homebuyer Education Workshops
<input type="checkbox"/> RMC - Reverse Mortgage Counseling (From FHAC, read-only)	<input type="checkbox"/> RHW - Rental Housing Workshops
<input type="checkbox"/> HMC - Services for Homeless Counseling	<input type="checkbox"/> DFW - Resolving/Preventing Mortgage Delinquency Workshops

Zip Code Affiliations:

Agency Profile - Validation Check for Date Agency Joined HUD Program

- Agency Profile – Agency Information tab: the date Housing Counseling Services Provided as of cannot be after the date the agency joined the HUD program.
- If a user enters a date that is after the date the agency joined the HUD program and saves, an alert will display.
- In this example, the date of 04/21/2005 was entered as the date services were provided as of. That date is after the date the agency joined the HUD program – 04/01/2004. The alert displays.

The screenshot displays the 'Agency Information' tab of the HUD User Interface. The form contains the following information:

- Agency ID: 80000
- Last Validated on: 09/25/2017 (Next Validation Required by 12/24/2017)
- Agency Name: DELAWARE OPPORTUNITIES, INCORPORATED
- Agency Designations: ☐ Faith Base, ☐ Colonias, ☐ Migrant Workers
- Housing Counseling Services Provided as of: 04/21/2005
- Joined HUD Program as of: 04/01/2004
- Services provided as of date cannot be after the date the agency joined the HUD program.
- Time Since Starting Counseling Services: 15 year, 0 month
- Time Since Joining HUD Program: 14 years, 1 month
- Delinquent in Federal Debt? ☐ Y
- Federal Tax ID Number (TIN): 16 - 6063879
- Types of Counseling Method: ☐ Phone Counseling Only, ☐ Face to Face Counseling, ☐ Phone Counseling
- Additional Languages Provided: ☐ Arabic, ☐ Cambodian, ☒ Czech, ☐ English, ☐ Hindi, ☐ Hmong, ☐ Polish, ☐ Portuguese, ☐ Turkish, ☐ Ukrainian

A red box highlights the 'Housing Counseling Services Provided as of' date (04/21/2005) and the 'Joined HUD Program as of' date (04/01/2004). A message box titled 'Message from webpage' is displayed over the form, containing the following text:

The date services provided as of cannot be after the date the agency joined the HUD program. To have the date the agency joined the HUD program changed, contact the agency's HUD POC (found on the Agency Affiliation tab).

The message box has an 'OK' button.

Agency Profile - Validation Check for Date Agency Joined HUD Program

- Agency Profile – HUD Affiliation tab: the date the agency joined the HUD program can only be entered by a HUD user. The date must be equal to or after the date the agency began providing housing counseling services.

Agency Summary Agency Information Personnel Contact Information **HUD Affiliation** Counselor/Client

Agency ID: 80000 ☐ Validated? Last Validated on 09/25/2017 (Next Validation Required by 12/24/2017)

Agency Name: DELAWARE OPPORTUNITIES, INCORPORATED *

Type of Agency: LHCA * Parent Org: 80938 Parent Type: SHFA Parent Name: NEW YORK STATE HOUSING FINANCE AGENCY ☐ Temporary Affiliate

HUD Office Agency Assigned to: Philadelphia (HOC) * Joined HUD Program as of: 04/01/2002

HUD POC: Mindes, Stuart POC Phone: 973-776-7361 POC Email: smhcs@salientcrgt.com POC User Profile

Agency Review: Last Review Date: 01/01/2017 Reviewed By: Marie, A. Avila Review Results: IN Score: Next Scheduled Review Date: Create New Review Change Review View Review History

Agency Status: Status: Inactive As Of: 04/01/2017

Types of Counseling Services:

- ☐ FBC - Financial Management/Budget Counseling
- ☒ HIC - Home Improvement and Rehabilitation Counseling
- ☒ DFC - Mortgage Delinquency and Default Counseling
- ☒ PPC - Pre-purchase Counseling
- ☒ RHC - Rental Housing Counseling
- ☐ RMC - Reverse Mortgage Counseling (From FHAC, read-only)
- ☐ RHW - Rental Housing Workshops

Message from webpage

The date the agency joined the HUD program cannot be before the date the agency began providing housing counseling services. See the Agency Information tab to change the date the agency began providing housing counseling services.

OK

- If a user enters a date that is before the date the agency started providing services, an alert will display.
- In this example, on the HUD Affiliation tab, the date of 04/21/2002 was entered as the date the agency joined the HUD program. That date is before the date the agency started providing services – 04/01/2003 (Agency Information tab). The alert displays.

Agency Summary Agency Information Personnel Co

Agency ID: 80000

Agency Name: DELAWARE OPPORTUNITIES, INCORPORATED

Agency Designations

- ☐ Faith Base ☐ Colonias

Housing Counseling Services Provided as of: 04/21/2003

Services provided as of date cannot be after the date the agency began providing housing counseling services.

Time Since Starting Counseling Services: 15 year, 0 month

Agency Profile - Move Methods of Counseling to Agency Information tab

- The methods of counseling were previously on the HUD Affiliation tab. Agencies cannot update information on the HUD Affiliation tab.
- Types of Counseling Method has been moved to the Agency Information tab so that agency users can update the methods.

The screenshot displays the 'Agency Information' tab of the HUD User Interface. The form contains the following fields and sections:

- Agency ID:** 81210
- Last Validated on:** 10/03/2017 (Next Validation Required by 01/01/2018)
- Agency Name:** DELAWARE STATE HOUSING AUTHORITY
- Agency Designations:** ☐ Faith Base, ☐ Colonias, ☐ Migrant Workers
- Housing Counseling Services Provided as of:** 01/01/2015
- Joined HUD Program as of:** 04/01/2004
- Services provided as of date cannot be after the date the agency joined the HUD program.**
- Time Since Starting Counseling Services:** 3 years, 4 month
- Time Since Joining HUD Program:** 14 years, 1 month
- Delinquent in Federal Debt?** ☐ Yes
- Federal Tax ID Number (TIN):** 50 - 1116653 *
- DUNS Number:** 611186909
- Types of Counseling Method:** ☐ Phone Counseling Only, ☒ Face to Face Counseling, ☐ Phone Counseling, ☒ Internet Counseling, ☐ Group Counseling, ☐ Video Conference, ☐ Other Counseling
- Additional Languages Provided:** ☐ Arabic, ☐ Czech, ☐ Hindi, ☐ Polish, ☐ Turkish, ☐ Cambodian, ☒ English, ☐ Hmong, ☐ Portuguese, ☐ Ukrainian, ☐ Cantonese, ☐ Farsi, ☐ Indonesian, ☐ Russian, ☐ Vietnamese, ☐ Chinese Mandarin, ☐ French, ☐ Italian, ☒ Spanish, ☐ ASL, ☐ Creole, ☐ German, ☐ Korean, ☐ Swahili, ☐ Other

Buttons at the bottom: OK, Cancel, Sub-Agency(s), No Applications For FY 2018

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Agency Review Spreadsheet - Add HUD POC and Agency Status Date Information

- The agency's HUD POC and latest status date information has been added to the Agency Review Spreadsheet.

Agency List

38 Agency(s) Found

Search Criteria:

- Fiscal Year: 2018
- POC Name: Grotheer, George (H18798)

[New Agency](#) | [Agency List](#) | [Invalid Emails](#) | [Valid Emails](#)

[Basic Agency Spreadsheet](#) |
 [Agency Contact Spreadsheet](#) |
 [Agency Review Spreadsheet](#)

Agency ID	Agency Name	Address	State	Agency Type	Agency Status	Last Updated	Last Edit user	Certified Counselor
84801	ASSIST AGENCY	11 N Parkerson Ave Crowley	LA	LHCA	Approved	11/08/2017	mx0867	N

	A	B	C	D	E	F	G	H	I	J	K	L	M	
1	Agency ID	Agency Name	Agency Address City	Agency Address State	Agency Status	Status Start Date	Status End Date	Status Last Updated Date	HUD POC First Name	HUD POC Last Name	HUD POC Phone	HUD POC Email	Last Review Date	La
2	80053	CENLA COMMUNITY ACTION COMMITTEE, INCORPORATED	ALEXANDRIA	LA	Approved	7/22/2015	7/22/2018	8/10/2015	George	Grotheer	202-402-2294	ggchcs@salientcrgt.com	7/22/2015	IN
3	80136	TRANSFORMANCE - AMARILLO	AMARILLO	TX	Participating	9/20/2016	9/20/2019	9/29/2016	George	Grotheer	202-402-2294	ggchcs@salientcrgt.com	4/6/2011	IN

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Basic Agency Spreadsheet - Add HUD POC and Status Change Reason to spreadsheet

- The agency's HUD POC and latest status change reason has been added to the Basic Agency Spreadsheet.

Agency List

38 Agency(s) Found

Search Criteria:

- Fiscal Year: 2018
- POC Name: Grotheer, George (H18798)

[New Agency](#) | [Agency List](#) | [Invalid Emails](#) | [Valid Emails](#)

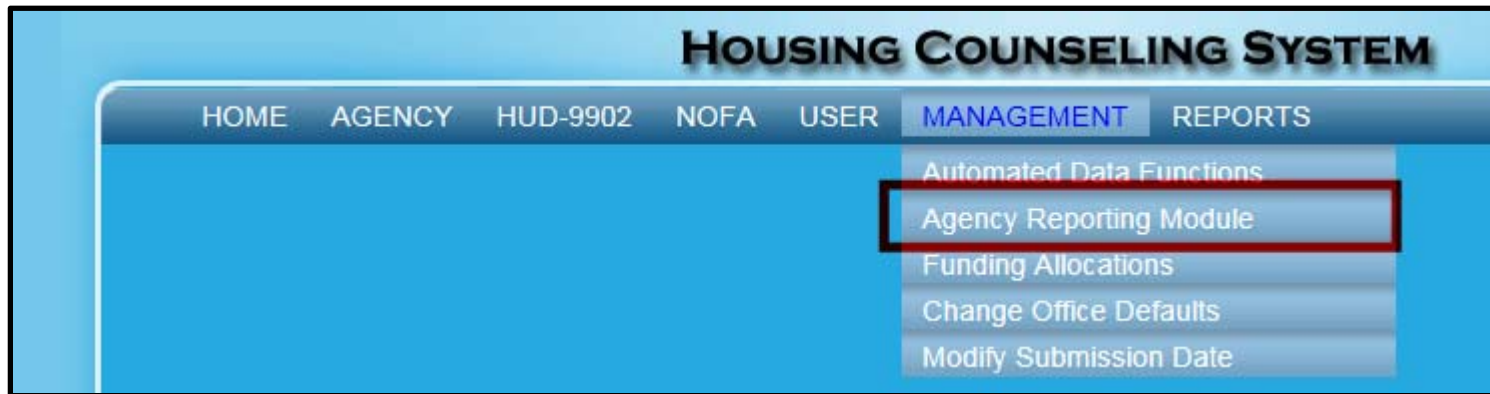
[Basic Agency Spreadsheet](#) | [Agency Contact Spreadsheet](#) | [Agency Review Spreadsheet](#)

Agency ID	Agency Name	Address	State	Agency Type	Agency Status	Last Updated	Last Edit user	Certified Counselor
84801	ASSIST AGENCY	11 N Parkerson Ave Crowley	LA	LHCA	Approved	11/08/2017	mx0867	N

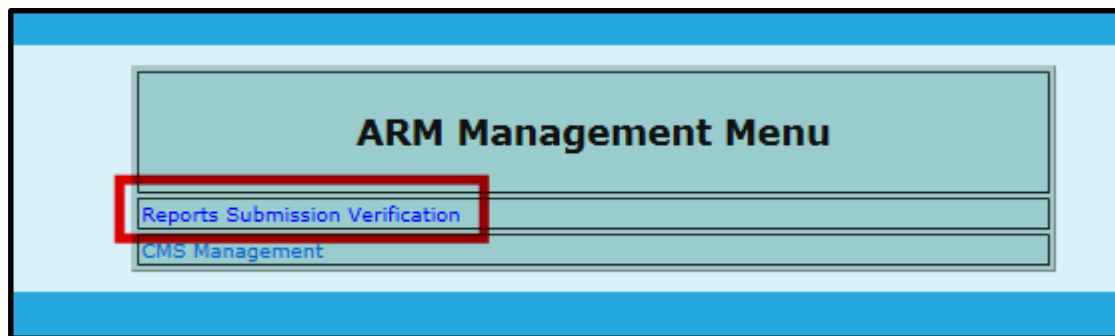
	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Agency ID	Agency Name	Agency Type	Agency Status	Start Date	End Date	Status Change Reason	Agency Address State	HUD POC First Name	HUD POC Last Name	HUD POC Phone	HUD POC Email	Parent Agency
13	80867	LOUISIANA HOUSING CORPORATION	SHFA	Approved	10/1/2017	9/30/2020	Recertified	LA	George	Grotheer	202-402-2294	gghcs@salientcrgt.com	
14	81038	NEW ORLEANS NEIGHBORHOOD DEVELOPMENT FOUNDATION	Sub Grantee	Participating	10/1/2017	9/30/2020	Parent Agency:80867 status was changed.	LA	George	Grotheer	202-402-2294	gghcs@salientcrgt.com	
15	81281	RAPIDES STATION COMMUNITY MINISTRIES	LHCA	Approved	10/1/2017	9/30/2019	Recertified	LA	George	Grotheer	202-402-2294	gghcs@salientcrgt.com	
16	83579	MISSISSIPPI STATE UNIVERSITY	Sub Grantee	Participating	10/1/2017	9/30/2020	Parent Agency:83579 status was changed.	LA	George	Grotheer	202-402-2294	gghcs@salientcrgt.com	

Report Submission Verification Module Updated

- HUD Users – Report Submission Verification is found under the Management > Agency Reporting Module menu.



- Click the Reports Submission Verification link.



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Report Submission Verification Module Updated

- Enter a start date and end date to view submissions.
- Click the All Submissions button.
- Enter a start date and end date to view submissions.
- Click the All Submissions button.
- Results return below the form.

CMS Submission Verification

Instructions: 1. Enter Start Date and End Date (* required) 2. Enter search criteria (optional) 3. Select report button

Start Date: (mm/dd/yyyy) * 10/01/2017 End Date: (mm/dd/yyyy) * 10/05/2017

HCS Agency ID:

Agency Name:

Active CMS Name: --select--

Submission Type: --select--

HOUSING COUNSELING SYSTEM

HOME AGENCY HUD-9902 NOFA USER MANAGEMENT REPORTS

CMS Submission Verification

Instructions: 1. Enter Start Date and End Date (* required) 2. Enter search criteria (optional) 3. Select report button

Start Date: (mm/dd/yyyy) * 10/01/2017 End Date: (mm/dd/yyyy) * 10/05/2017

HCS Agency ID:

Agency Name:

Active CMS Name: --select--

Submission Type: --select--

CMS Submission Verification

Date Range: 10/01/2017 to 10/05/2017
Submission Status: All Submissions
Records Found: 799



Date Received	Date Processed	Status	Submission Type	ID	Agency Id	Agency Name	CMS
10/05/2017 10:01:25 PM	10/05/2017 10:02:45 PM	Successful	form 9902 5.0	690118632	84017	NEW RIVER COMMUNITY ACTION	Octopia
10/05/2017 09:59:24 PM	10/05/2017 10:00:57 PM	Successful	client 5.0	690118631	84017	NEW RIVER COMMUNITY ACTION	Octopia
10/05/2017 09:57:15 PM	10/05/2017 09:58:33 PM	Successful	counselor 5.0	690118630	84017	NEW RIVER COMMUNITY ACTION	Octopia
10/05/2017 09:55:14 PM	10/05/2017 09:56:23 PM	Successful	agency 5.0	690118629	84017	NEW RIVER COMMUNITY ACTION	Octopia
10/05/2017 05:18:39 PM	10/05/2017 05:19:44 PM	Failed	form 9902 5.0	690118628	81049	CATHOLIC CHARITIES, DIOCESE OF VENICE, INC.	HCO
10/05/2017 04:32:26 PM	10/05/2017 04:33:24 PM	Successful	agency 5.0	690118627	82408	USM INSTITUTE FOR DISABILITY STUDIES	HCO
10/05/2017 04:27:28 PM	10/05/2017 04:28:58 PM	Successful	client 5.0	690118626	81177	NUESTRA COMUNIDAD DEVELOPMENT CORPORATION	CounselorMax
10/05/2017 04:25:54 PM	10/05/2017 04:26:48 PM	Successful	form 9902 5.0	690118625	81177	NUESTRA COMUNIDAD DEVELOPMENT CORPORATION	CounselorMax
10/05/2017 04:24:52 PM	10/05/2017 04:25:46 PM	Successful	form 9902 5.0	690118624	82408	USM INSTITUTE FOR DISABILITY STUDIES	HCO
10/05/2017 04:23:54 PM	10/05/2017 04:24:33 PM	Successful	counselor 5.0	690118623	81177	NUESTRA COMUNIDAD DEVELOPMENT CORPORATION	CounselorMax

Report Submission Verification Module Updated

- Searches can be filtered by:
 1. HCS Agency ID
 2. Agency Name
 3. Active CMS Name
 4. Submission Type
 5. Failed Submissions only
 6. Successful submissions only.


CMS Submission Verification


Instructions: 1. Enter Start Date and End Date (* required) 2. Enter search criteria (optional) 3. Select report button

Start Date: (mm/dd/yyyy) *  End Date: (mm/dd/yyyy) * 

HCS Agency ID: 1

Agency Name: 2

Active CMS Name: --select--  3

Submission Type: --select--  4

5 6

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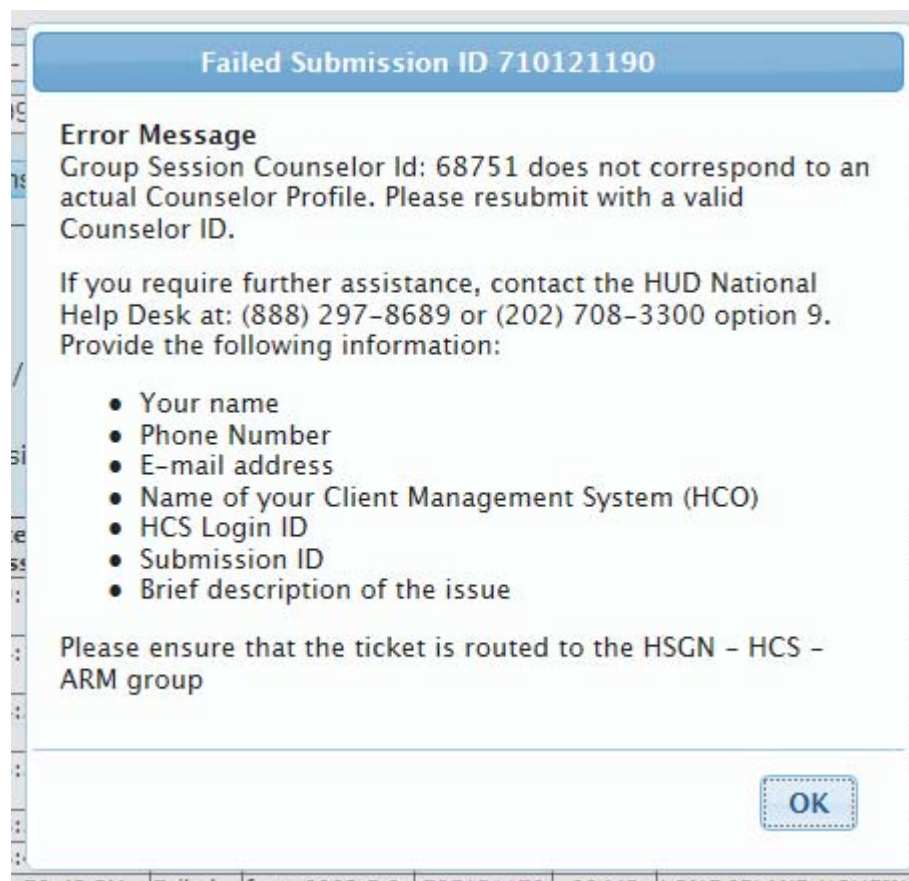
Report Submission Verification Module Updated

- If a submission failed processing at HUD, the error response is stored in HCS.
- To view the error on the submission, click the Submission ID link.

CMS Submission Verification							
Date Range: 10/01/2017 to 10/31/2017							
Submission Type: FORM 9902 5.0							
Submission Status: Failed Submissions							
Records Found: 343							
Date Received	Date Processed	Status	Submission Type	ID	Agency Id	Agency Name	CMS
10/31/2017 09:12:17 PM	10/31/2017 09:12:43 PM	Failed	form 9902 5.0	710121370	84455	FRAMEWORKS COMMUNITY DEVELOPMENT CORPORATION	RxOffice
10/31/2017 04:14:17 PM	10/31/2017 04:14:43 PM	Failed	form 9902 5.0	710121356	80025	RURAL SULLIVAN HOUSING CORPORATION	HCO
10/30/2017 04:36:30 PM	10/30/2017 04:37:43 PM	Failed	form 9902 5.0	710121244	80377	THE HOUSING COUNCIL AT PATHSTONE INC.	CounselorMax
10/30/2017 03:32:37 PM	10/30/2017 03:33:43 PM	Failed	form 9902 5.0	710121236	81189	CATHOLIC CHARITES OF SOUTHERN MISSOURI	CounselorMax
10/30/2017 08:54:45 AM	10/30/2017 08:55:44 AM	Failed	form 9902 5.0	710121190	82453	TELAMON CORPORATION	HCO
10/30/2017 08:45:43 AM	10/30/2017 08:46:45 AM	Failed	form 9902 5.0	710121189	84494	TELAMON CORPORATION	HCO
10/29/2017 03:56:11 PM	10/29/2017 03:56:43 PM	Failed	form 9902 5.0	705121178	80443	LONG ISLAND HOUSING SERVICES, INCORPORATED	LIHSDP
10/29/2017 03:40:13 PM	10/29/2017 03:40:43 PM	Failed	form 9902 5.0	705121174	81232	COMMUNITY DEVELOPMENT CORPORATION OF LONG ISLAND	CounselorMax
10/29/2017 02:41:19 PM	10/29/2017 02:42:43 PM	Failed	form 9902 5.0	705121170	83402	NHS OF STATEN ISLAND	CounselorMax
10/27/2017 09:43:17 AM	10/27/2017 09:43:43 AM	Failed	form 9902 5.0	705121064	82230	DURHAM REGIONAL FINANCIAL CENTER	RxOffice
10/27/2017 09:25:11 AM	10/27/2017 09:26:43 AM	Failed	form 9902 5.0	705121061	83883	CCCS OF WEST GEORGIA/FAMILY CENTER OF COLUMBUS	DMS Professional Suite
10/27/2017 09:24:46 AM	10/27/2017 09:25:43 AM	Failed	form 9902 5.0	705121060	83883	CCCS OF WEST GEORGIA/FAMILY CENTER OF COLUMBUS	DMS Professional Suite
10/27/2017 08:57:21 AM	10/27/2017 08:58:43 AM	Failed	form 9902 5.0	705121059	83883	CCCS OF WEST GEORGIA/FAMILY CENTER OF COLUMBUS	DMS Professional Suite
10/26/2017 05:06:11 PM	10/26/2017 05:06:43 PM	Failed	form 9902 5.0	705121046	80570	NCALL RESEARCH INC.	CounselorMax
10/26/2017 04:40:13 PM	10/26/2017 04:40:43 PM	Failed	form 9902 5.0	705121039	82185	GREENSBORO HOUSING COALITION	CounselorMax
10/26/2017 04:16:32 PM	10/26/2017 04:17:43 PM	Failed	form 9902 5.0	705121036	80570	NCALL RESEARCH INC.	CounselorMax
10/26/2017 12:11:23 PM	10/26/2017 12:12:44 PM	Failed	form 9902 5.0	705121008	84885	COULEECAP INC	RxOffice
10/25/2017 11:00:45 AM	10/25/2017 11:02:43 AM	Failed	form 9902 5.0	705120956	83883	CCCS OF WEST GEORGIA/FAMILY CENTER OF COLUMBUS	DMS Professional Suite
10/25/2017 11:00:36 AM	10/25/2017 11:01:43 AM	Failed	form 9902 5.0	705120955	83883	CCCS OF WEST GEORGIA/FAMILY CENTER OF COLUMBUS	DMS Professional Suite

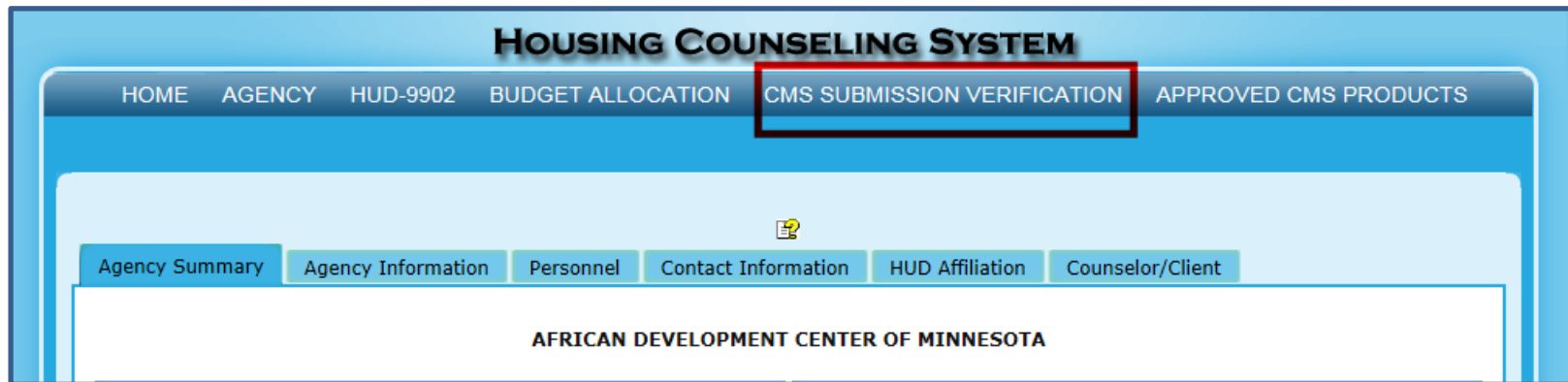
Report Submission Verification Module Updated

- A message displays providing information the error message and how to open a ticket for further assistance.



Report Submission Verification Module Updated

- Agency Users – CMS Submission Verification is found in the main HCS navigation.






Report Submission Verification Module Updated

- Agency Users are limited to viewing submissions for their own agency.

CMS Submission Verification

Instructions: 1. Enter Start Date and End Date (* required) 2. Enter search criteria (optional) 3. Select report button

Start Date: (mm/dd/yyyy) *  End Date: (mm/dd/yyyy) * 

Submission Type: --select-- 

Report Submission Verification Module Updated

- Agency users can filter searches by:
 1. Submission Type
 2. Failed Submissions only
 3. Successful submissions only.

The screenshot displays the 'CMS Submission Verification' interface. At the top, the title 'CMS Submission Verification' is centered. Below it, instructions read: 'Instructions: 1. Enter Start Date and End Date (* required) 2. Enter search criteria (optional) 3. Select report button'. The form includes a 'Start Date' field with a calendar icon, containing '10/01/2017', and an 'End Date' field with a calendar icon, containing '05/16/2018'. A 'Submission Type' dropdown menu is set to '--select--'. Below these fields are four buttons: 'All Submissions', 'Failed List', 'Success List', and 'Clear'. Numbered callouts are present: a blue circle with '1' points to the 'Submission Type' dropdown; a blue circle with '2' points to the 'Failed List' button; and a blue circle with '3' points to the 'Success List' button.

Report Submission Verification Module Updated

- Agency users can also view error messages on failed submissions.

[illegible]