

Monthly FSS Escrow Credit Worksheet - for Families in HUD-Assisted Multifamily Housing with Project-Based Section 8 Contracts		
	Enter Values in Shaded Cells (this column) ↓	
1. Head of Household Name		Enter the name of the Head of Household
2. Date		This form must be completed at the time of each reexamination of income. Enter the date on which the reexamination is effective here. This is specified on line 12 of Form HUD-50059.
3. Baseline Monthly TTP (from CoP)		Enter the Total Tenant Payment (TTP) on file <u>as of the effective date of the Contract of Participation (CoP)</u> . This is typically included in the CoP.
4. Baseline Annual Earned Income (Total Employment Income) (from CoP)		<p>Guidance on Baseline Annual Earned Income:</p> <p>Baseline annual earned income is the participating family's total annual income from wages and business income (if any) as of the effective date of the family's Contract of Participation (CoP). This is typically included in the CoP. Baseline annual earned income should be calculated based on the data collected in the most recent determination of income conducted prior to, or at the same time as, the effective date of the family's Contract of Participation.</p>
5. Current Monthly TTP		Enter the Total Tenant Payment (TTP) on file as of the date of this worksheet. The current monthly TTP is specified in line 108 of Form HUD-50059.
6. Current Annual Earned Income (Total Employment Income)		<p>Guidance on Current Annual Earned Income:</p> <p>Current annual earned income is the participating family's total annual income from wages and business income (if any) as of the month for which the escrow credit is being determined, as reflected in line 70 of Form HUD-50059. It should be calculated based on the data collected in the most recent determination of income.</p>
7. Current Adjusted Annual Income		<p>Guidance on Adjusted Annual Income:</p> <p>This can be found on Form HUD-50059 line 107.</p>
8. Low-Income Limit		<p>Guidance on Low-Income Limit</p> <p>This is 80% of the Area Median Income for the metropolitan area or non-metropolitan county and may be found on Form HUD-50059 line 87.</p>
9. Very Low-Income Limit		<p>Guidance on Very Low-Income Limit</p> <p>This is 50% of the Area Median Income for the metropolitan area or non-metropolitan county and may be found on Form HUD-50059 line 88.</p>
10. Current Monthly Gross Rent (rent to owner plus utility allowance)		Enter the gross rent of the unit. It can be found on line 31 of Form HUD-50059.

Calculation of FSS Escrow		
A. Growth in Monthly Rent	\$0	This is the amount by which the current TTP exceeds the baseline TTP
B. Growth in Annual Earned Income	\$0	This is the growth in annual earned income (line 6 minus line 4).
C. 30% of Monthly Earnings Growth	\$0	This is 30 percent of the growth in monthly earned income (line B divided by 12). 30 percent is used because that's the percentage of adjusted income generally used to determine the TTP.
D. Preliminary FSS Escrow Credit	\$0	The preliminary escrow credit is the lower of: (a) the growth in monthly rent and (c) 30 percent of the growth in monthly earned income. This ensures the FSS escrow credit is limited to increases in the amount of rent paid by the family that is attributable to increases in earned income. The preliminary escrow credit cannot be less than \$0.
E. Max Monthly Escrow Amount	\$0	The monthly escrow credit cannot exceed the (gross rent (line 10) minus the baseline monthly rent (line 3))
F. Adjustment for Incomes in Excess of the Very Low-Income Limit	\$0	Under current FSS program rules, households may not earn FSS escrow for income in excess of 50% of AMI. As interpreted by HUD form 52652, this is applied by subtracting from the FSS escrow an amount equal to 30% of the difference between the family's Annual Adjusted Income (Line 7) and the Very Low-Income Limit (Line 9), on a monthly basis.
G. Eligible for Credit (Yes/No)	Yes	NOTE: Families are not eligible for the FSS credit if their adjusted annual income exceeds 80% of AMI
H. Final FSS Escrow Credit	\$0	For families who are eligible for the credit (Line G), the Final FSS Escrow Credit is the lower of the Preliminary FSS Escrow Credit (Line D) and the Max monthly Escrow Amount (Line E), minus any adjustment for incomes in excess of the very low-income limit (Line F)

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1. Head of Household Name	Jane Doe	Enter the name of the Head of Household
2. Date	February 19, 2019	This form must be completed at the time of each reexamination of income. Enter the date on which the reexamination is effective here. This is specified on line 12 of Form HUD-50059.
3. Baseline Monthly TTP (from CoP)	\$300	Enter the Total Tenant Payment (TTP) on file as of the effective date of the Contract of Participation (CoP). This is typically included in the CoP.
4. Baseline Annual Earned Income (Total Employment Income) (from CoP)	\$10,000	Guidance on Baseline Annual Earned Income: Baseline annual earned income is the participating family's total annual income from wages and business income (if any) as of the effective date of the family's Contract of Participation (CoP). This is typically included in the CoP. Baseline annual earned income should be calculated based on the data collected in the most recent determination of income conducted prior to, or at the same time as, the effective date of the family's Contract of Participation.
5. Current Monthly TTP	\$800	Enter the Total Tenant Payment (TTP) on file as of the date of this worksheet. The current monthly TTP is specified in line 108 of Form HUD-50059.
6. Current Annual Earned Income (Total Employment Income)	\$25,000	Guidance on Current Annual Earned Income: Current annual earned income is the participating family's total annual income from wages and business income (if any) as of the month for which the escrow credit is being determined, as reflected in line 70 of Form HUD-50059. It should be calculated based on the data collected in the most recent determination of income.
7. Current Adjusted Annual Income	\$32,000	Guidance on Adjusted Annual Income: This can be found on Form HUD-50059 line 107.
8. Low-Income Limit	\$80,000	Guidance on Low-Income Limit This is 80% of the Area Median Income for the metropolitan area or non-metropolitan county and may be found on Form HUD-50059 line 87.
9. Very Low-Income Limit	\$50,000	Guidance on Very Low-Income Limit This is 50% of the Area Median Income for the metropolitan area or non-metropolitan county and may be found on Form HUD-50059 line 88.
10. Current Monthly Gross Rent (rent to owner plus utility allowance)	\$900	Enter the gross rent of the unit. It can be found on line 31 of Form HUD-50059.

Calculation of FSS Escrow		
A. Growth in Monthly Rent	\$500	This is the amount by which the current TTP exceeds the baseline TTP
B. Growth in Annual Earned Income	\$15,000	This is the growth in annual earned income (line 6 minus line 4).
C. 30% of Monthly Earnings Growth	\$375	This is 30 percent of the growth in monthly earned income (line B divided by 12). 30 percent is used because that's the percentage of adjusted income generally used to determine the TTP.
D. Preliminary FSS Escrow Credit	\$375	The preliminary escrow credit is the lower of: (a) the growth in monthly rent and (c) 30 percent of the growth in monthly earned income. This ensures the FSS escrow credit is limited to increases in the amount of rent paid by the family that is attributable to increases in earned income. The preliminary escrow credit cannot be less than \$0.
E. Max Monthly Escrow Amount	\$600	The monthly escrow credit cannot exceed the (gross rent (line 10) minus the baseline monthly rent (line 3))
F. Adjustment for Incomes in Excess of the Very Low-Income Limit	\$0	Under current FSS program rules, households may not earn FSS escrow for income in excess of 50% of AMI. As interpreted by HUD form 52652, this is applied by subtracting from the FSS escrow an amount equal to 30% of the difference between the family's Annual Adjusted Income (Line 7) and the Very Low-Income Limit (Line 9), on a monthly basis.
G. Eligible for Credit (Yes/No)	Yes	NOTE: Families are not eligible for the FSS credit if their adjusted annual income exceeds 80% of AMI
H. Final FSS Escrow Credit	\$375	For families who are eligible for the credit (Line G), the Final FSS Escrow Credit is the lower of the Preliminary FSS Escrow Credit (Line D) and the Max monthly Escrow Amount (Line E), minus any adjustment for incomes in excess of the very low-income limit (Line F)