

CONCEPT MEETINGS

Scheduled by each office

Requests should be submitted to the appropriate inbox based on the geographic location of the project:

CT, MA, ME, NH, RI, VT:

NE.BostonOfficeConceptMeeting@hud.gov

NJ, NY, PA:

NE.NYOfficeConceptMeeting@hud.gov

DC, DE, MD, WV, VA:

NE.BaltimoreOfficeConceptMeeting@hud.gov

FHA NUMBER REQUESTS

FHA Number requests should be submitted to:
NE.FHANumber@hud.gov

Lenders must submit a complete FHA number request form and include the existing FHA number if property is currently or has ever been HUD-insured

Numbers will be assigned and sent to the lender via e-mail within two business days

APPLICATION SUBMISSIONS

Two electronic versions should be sent to:

Stacey L. Ashmore, Production Division Director
U.S. Department of Housing and Urban Development
Jacob K. Javits Federal Building
26 Federal Plaza, Room 3200
New York, NY 10278

Applications uploaded upon receipt

EARLY WARNING SYSTEM (EWS)/INTAKE

The purpose of EWS is to minimize application delays

- Screening applications and required documents
- Working with lenders to correct deficiencies
- Tracking Applications until HUD UW is assigned
- Output sheet is created by EWS/intake

REASONS FOR DELAYS/REJECTIONS

- Inconsistent data
- Quality of current assets under management
- Financial forms, narrative and statements aren't consistent
- Application is incomplete
- Missing supporting documents

Assignment of application – Program analyst emails lender indicating UW assignment

Clock starts