



FEBRUARY 21 - 22, 2018

DESERT WILLOW CONFERENCE CENTER

TRACS

Friend,

Foe

Or Just Another Regulation

General

- TRACS stands for Tenant Rental Assistance Certification System (not Totally Reliable and Completely Simple)
- Computerized method for HUD & CAs to match Vouchers with Certifications to compare data
- Replaced the old method of mailing HUD-50059s and 52670s to HUD
- Implementation of 203A delayed until at least end of 2018

- Allows for HQ Termination of delinquent recertifications
- Current compliance goal is 100%
- Subject to sanction for compliance under 95%
- The iMAX system is web based

Known Issues

- TRACS and iMAX give different reports
- iMax reviews unit size, which is not subject to HUD scrutiny
- Does not consistently process UTs and MOs
- Error reports undependable
 - Recently tripling wages

Tips for Logging in to TRACS site

- Must go in through Secure Systems and have been granted privileges
- iMax requires a secondary login (the user name and password should be stored in your software)
- If you cannot submit through your software you may be due to sign the Rules of Behavior
- When you log into TRACS through WASS the Rules of Behavior will automatically appear when it is time

Voucher

[Contract/Project Based Voucher Summary Query](#)
[Over/Under Payment Resolution](#)
[Voucher Detail/Summary Reports](#)
[Voucher Tenant Compliance Query](#)
[Voucher Query](#)

Tenant

[Assistance Payment Query](#)
[Certification Query](#)
[Certifications with Discrepancies Query](#)
[Late Recertification Query](#)
[Move-In/Move-Out Query](#)
[Multiple Occupancy Query](#)
[Project Evaluation Query](#)
[Tenant Unit Address Query](#)
[Verification Query](#)

Voucher Query

- Due to inconsistencies in funding need to check monthly to determine if HAP will be deposited timely
- Should be checked monthly on the first to determine if HAP was paid

Compliance Percentages

- Should be reviewed monthly
- Should never be other than 100% for more than one month
- If consistently other than 100% need to review for “problem” certifications
- Need to check TRACS reports and iMax messages to determine if there are errors

Errors

- Fatal errors **must** be corrected
 - Cert will not show in TRACS
 - Error codes beginning in F
 - Certification rejected by TRACS
 - Although correction, do not mark 50059 as correction
 - Possible cause of EIV discrepancies, delinquent recerts and below 100% compliance percentage

- Informational Errors
 - All error codes that do not begin with F
 - HUD 50059 was accepted by TRACS
 - Should be reviewed monthly to determine need for correction
- Discrepancy Messages
 - TRACS has detected an inconsistency in the data
 - HUD 50059 was accepted by TRACS
 - Should be reviewed monthly to determine need for correction

Error Resolution

- Blow it off-HUD will never know (just kidding)
- Fatal Error Codes and Resolutions are found at
https://www.hud.gov/program_offices/housing/mfh/trx/trxdocs
- Certifications with errors can be found in the monthly transmission responses, the Certification Query and the Certification with Discrepancies Query

- Many errors are self explanatory
- Fatal errors which deal with formatting such as Headers are caused by data corrupted during transmission
- Some errors are self correcting, so read the entire message
- Some Social Security Number errors are circular due to differences entered in various SSA databases
 - Use name on card

Many informational errors require no action but should be researched

If an error is correctable-**correct it**

If the error is Fatal, do not mark your 50059 as a correction-there is no certification in TRACS to correct (unless the Fatal error is a certification with the same effective date already exists)

If the error is not fatal you **must** mark your 50059 as a correction (or it will become a Fatal Error)

iMAX

- Requires login to WASS then secondary login to iMAX
- Check Transmissions received from others last 30 days
- Error messages are similar to the old TRACS messages

Files From iMAX Users

Requests of Last 30 days

Transaction ID	From	Subject	Received	Attachment
TIN0109201821147589	TRACM23431	Upload to Property	2018-01-09 10:07:24 EST	ERR94083.TXT
TIN0116201821210876	TRACM23431	Upload to Property	2018-01-16 17:06:43 EST	117D1D2366F_B686.txt
TIN0201201821297765	TRACM09377	Tenant Data	2018-02-01 12:55:31 EST	ten00001.txt
TIN0201201821297766	TRACM09377	Voucher	2018-02-01 12:55:32 EST	vch00001.txt
TIN0202201821310373	TRACM23431	Upload to Property	2018-02-02 10:05:51 EST	ERR94207.TXT

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Posted: Fri, 02 Feb 2018 10:05:51 -0500
From: TRACM23431
To: TRACM09377
Subj: Upload to Property
@*@ TRACM09377TRACM09377 16.0.0.28
OA Defined Data : 20180201-115500-603
OA Software Vendor : Yardi Beacon
OA Software Release/Version : Build 634
CA Software Vendor : HDS Multifamily
CA Software Release/Version : 16.0.0.28
Agency Defined Data :
Project Name : Clark Homes
Project No. : 12335130
Contract No. : AZ160003003
Unit No. : 63
SSN :
Name : TENANT , TERRY
Tenant No. :
Effective Date 2018-02-01
Fatal Error : CE251-CA
No matching certification found for correction submitted.
TRACS stored the correction. No action required.

@*@ TRACM09377TRACM09377 16.0.0.28
OA Defined Data : 20180201-115500-603
OA Software Vendor : Yardi Beacon
OA Software Release/Version : Build 634
CA Software Vendor : HDS Multifamily
CA Software Release/Version : 16.0.0.28
Agency Defined Data :
Project Name : Clark Homes
Project No. : 12335130
Contract No. : AZ160003003
Unit No. : 09
SSN :
Name : INELIGIBLE , IRMA
Tenant No. :
Effective Date 2018-02-01
Discrepancy : X0057
Action Required: 1
Section 8 Eligibility Universe Code differs from the property's setting

U.S. Department of Housing and Urban Development TRACS Voucher List

Contract/Project Number: AZ160003003

Project Name: CLARK HOMES

Subsidy Type: Section 8

Subsidy Contract Expiration Date: 4/30/10

Active Tenant Count/Units: 79/74 (106.7%)

Select a Voucher ID to view additional voucher details.

Voucher ID	Voucher Date	Correction Ind	TRACS Processed Date	Status Code	Status Date	Discrepancy Ind	Approved Voucher Amount	Offset Amount	Amount Paid	Est Pay Date	Payee TIN	LOCCS Payee Name	Action ID	Contract Administrator ID	Compliance Percent	Scheduled Pay Amount	LOCCS Voucher ID
0808018848	8/1/08	N	7/24/08	T46	7/25/08		\$50579	\$0	\$0				LOCCS	AZ800	106.7		
0807014616	7/1/08	N	6/18/08	P00	6/28/08		\$48344	\$0	\$48344	7/1/08	XXXXX8385	FLAGSTAFF HOUSING CORPORATION	LOCCS	AZ800	100		
0806012172	6/1/08	N	5/15/08	P00	5/30/08		\$46792	\$0	\$46792	6/2/08	XXXXX8385	FLAGSTAFF HOUSING CORPORATION	LOCCS	AZ800	100		
0805007338	5/1/08	N	4/10/08	P00	4/30/08		\$44417	\$0	\$44417	5/1/08	XXXXX8385	FLAGSTAFF HOUSING CORPORATION	LOCCS	AZ800	100		
0804008576	4/1/08	N	3/12/08	P00	3/29/08		\$45464	\$0	\$45464	4/1/08	XXXXX8385	FLAGSTAFF HOUSING CORPORATION	LOCCS	AZ800	100		
0803003081	3/1/08	N	2/7/08	P00	2/29/08		\$46774	\$0	\$46774	3/3/08	XXXXX8385	FLAGSTAFF HOUSING CORPORATION	LOCCS	AZ800	100		



TRACS

Certification Detail Options

TRACS Menu

Project/Contract Number: AZ160003003
Head Tenant SSN: XXXXXXXXXX
Head Tenant Name: XXXXX, X. X.
Effective Date: 8/1/08

1. Select an option for more certification data:

2. To print results of query use letter size paper &select landscape orientation.

1. [Certification Discrepancies](#)
2. [Certification Benefit History Request](#)
3. [Certification History List](#)

***U.S. Department of Housing and Urban Development
TRACS Certification Discrepancies***

Head Tenant Name: XXXXX, X. X.

Certification Effective Date: 6/1/08

Head Tenant SSN: XXXXXXXXX

Project/Contract Number: AZ160003003

Discrepancy Code	Description	Recommendation	Action Required	Member Number	Reported Value	Calculated Value
CE010	HOUSEHOLD APPEARS OVERHOUSED	COMPARE # OF BEDROOMS TO # OF HOUSEHOLD MEMBERS, AGES, AND RELATIONSHIPS	4			

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**U.S. Department Of Housing and Urban Development
TRACS Certifications with Discrepancies Report**

Contract Number: AZ160003003

Date Range Type: Tracs Processed Date

Date Range: 07/24/2007 - 07/23/2008

Sorted By: Unit

*= no certifications within date range

Project Number	Unit	Tenant Name	Tenant SSN	Effective Date	# of Days Unresolved	Action Code (1-3)	Discrepancy Code	Discrepancy Description
12335130	04	XXXXXX, XXX	XXXXXXXXXX	4/4/08	3	3	CE260	SECURITY DEPOSIT SHOULD BE THE GREATER OF TTP OR \$50 FOR THIS SEC 8 PROG.
12335130	18	XXXXXX	XXXXXXXXXX	10/1/07	250	3	CE251	NO MATCHING CERTIFICATION FOUND FOR CORRECTION SUBMITTED.
12335130	26	XXXXXX	XXXXXXXXXX	6/1/08	3	4	CE011	HOUSEHOLD APPEARS UNDERHOUSED
12335130	30	XXXXXX	XXXXXXXXXX	11/1/07	295	3	SS016	TENANT AND SSA SS INCOME MATERIALLY DIFFERENT, SSA GIVES SEPARATE AMOUNTS
12335130	30	XXXXXX	XXXXXXXXXX	11/1/07	295	3	SS017	TENANT AND SSA SSI INCOME MATERIALLY DIFFERENT, SSA GIVES SEPARATE AMOUNTS
12335130	31	XXXXXX	XXXXXXXXXX	11/1/07	295	3	SS012	SSA VERIFIED SS/SSI INCOME, HAS DIFFERENT NAME FOR SOCIAL SECURITY CLAIM
12335130	33	XXXXXX	XXXXXXXXXX	8/1/08	3	3	CE251	NO MATCHING CERTIFICATION FOUND FOR CORRECTION SUBMITTED.
12335130	33	XXXXXX	XXXXXXXXXX	5/8/08	39	3	CE009	EFFECTIVE DATE SUBMITTED FOR RECERTIFICATION BEGINS AFTER FIRST DAY OF MONTH
12335130	35	XXXXXX	XXXXXXXXXX	8/1/08	3	3	CE251	NO MATCHING CERTIFICATION FOUND FOR CORRECTION SUBMITTED.

12335130	35	XXXXXX	XXXXXXXXXX	5/1/08	73	3	CE004	INTERIM EFFECTIVE DATE IS PRIOR TO PREVIOUS EFFECTIVE DATE
12335130	35	XXXXXX	XXXXXXXXXX	1/1/08	229	3	SS012	SSA VERIFIED SS/SSI INCOME, HAS DIFFERENT NAME FOR SOCIAL SECURITY CLAIM
12335130	35	XXXXXX	XXXXXXXXXX	1/1/08	229	3	SS014	SSA VERIFIED SS/SSI INCOME, HAS DIFFERENT NAME FOR SSI CLAIM
- 12335130	35	XXXXXX	XXXXXXXXXX	8/1/07	347	3	SS012	SSA VERIFIED SS/SSI INCOME, HAS DIFFERENT NAME FOR SOCIAL SECURITY CLAIM
12335130	35	XXXXXX	XXXXXXXXXX	7/1/07	347	4	CE011	HOUSEHOLD APPEARS UNDERHOUSED
12335130	35	XXXXXX	XXXXXXXXXX	7/1/07	347	3	SS012	SSA VERIFIED SS/SSI INCOME, HAS DIFFERENT NAME FOR SOCIAL SECURITY CLAIM

***U.S. Department of Housing and Urban Development
TRACS Late Recertification Report***

Contract Number: AZ160003003

Report Type: All Certifications

Total Number of Late Recertifications: 3

Sorted By: Unit

Project Number	Unit	Tenant Name	Tenant SSN	Effective Date	Next Recert Date	Number of Days Late	Termination Date	Termination Reason
12335130	17	XXXX, X. X.	XXXXXXXXXX	7/1/07	7/1/08	25		
12335130	51	XXXX, X. X.	XXXXXXXXXX	4/1/08	7/1/08	25		
12335130	65	XXXX, X. X.	XXXXXXXXXX	3/1/07	8/1/07	360	7/31/07	LR

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