Welcome to the MULTIFAMILY HOUSING RENTAL HOUSING INTEGRITY IMPROVEMENT PROJECT (RHIIP) LISTSERV that brings you up-to-date RHIIP related publications, news, information and occupancy tips in an effort to help reduce errors in rent determinations and subsidy calculations.

**Final Reminder - DUNS Number Required on All Voucher Submissions**

This is the final reminder that effective December 1, 2017, vouchers that do not contain an active Dun & Bradstreet’s (DB) Data Numbering System (DUNS) Number will generate a Tenant Rental Assistance Certification System (TRACS) fatal error and will not receive payment until corrected. Attached is the memorandum, dated June 2, 2017, that implements the requirement to include the DUNS numbers on all vouchers submitted to TRACS.

Information on obtaining a DUNS number and registering with System for Award Management (SAM) is attached. After registering with SAM, the DUNS number must be entered into the TRACS Voucher Header (VCHHR). Refer to chapter six of the MAT User Guide for information on entering the DUNS number into the VCHHR. Once entered, the DUNS number should appear on the voucher query. If a fatal error is received although the DUNS has been entered, you may need to contact your software provider to check for glitches. Following the resolution of any vendor software glitches, the voucher must be resubmitted to TRACS. Refer to the iMAX_IMAT_FRD_Appendix_C_iMAT_Processing for information regarding specific error codes.

For technical support questions regarding a DUNS number, contact the SAM Federal Service Desk at 1-866-606-8220. For other questions regarding the DUNS number memorandum, contact Annecia Durr at Annecia.Durr@hud.gov.

**Note: The attached memorandum apply to entities that submit vouchers to TRACS only.**

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You can view the RHIIP Tips Archives, under "Listserv-Multifamily RHIIP Tips" at http://portal.hud.gov/hudportal/HUD?src=/program_offices/housing/mfh/rhiip/mfhrhiip