

Announcing AHACPA's EZsub Service

AN INNOVATIVE SOLUTION FOR HUD'S MULTIFAMILY ELECTRONIC SUBMISSION PROCESS

AHACPA Submission Services	EZsub	Platinum
Client fills out the EZsub Excel template.		
AHACPA processes the information through our innovative/proprietary EZsub upload software.		
AHACPA provides client with a status report. Client continues the remaining submission steps.		
AHACPA assists with ID registration and setup		
AHACPA assists with iREMS problems (iREMS = HUD's database of property information)		
AHACPA enters Data into HUD's Multifamily Financial Assessment Subsystem (FASSUB)		
AHACPA clears any errors and validates the submission		
AHACPA communicates with client regarding additional information that may be needed and updates the submission		
AHACPA provides a copy of the submission report & Auditor's Agreed-Upon Procedures Report in pdf format (using a secure file portal)		
AHACPA makes client requested updates or corrections to the electronic submission		
Upon client approval, AHACPA fills out the online Agreed-Upon Procedures Report on behalf of the audit firm		
Upon client approval, AHACPA finalizes the electronic submission		
AHACPA provides client with a final copy of the submission in pdf format. This includes the Submission Confirmation Page, the Agreed-Upon Procedures Report & the Final Submission Report.		
Pricing	\$150	\$500

Benefits of AHACPA's EZsub Service

Fast

Using AHACPA's new **EZsub** service will save you time. You can enter your financial information directly into the **EZsub** Excel template or map the data from another spreadsheet. Regardless of your method of data entry, there will be no more struggling with HUD's Multifamily Financial Assessment Subsystem (FASSUB) sluggishness and outages. You just fill out the **EZsub** Excel template and send it to AHACPA. AHACPA will upload your data using the **EZsub** proprietary software. We will run the program at night. Since fewer people are on the system at night, submissions can be processed more efficiently. Your submission is entered while you rest! After AHACPA has processed your **EZsub** Excel template, you just log into HUD's FASSUB, review the submission, make any necessary changes and finalize.

Accurate

The AHACPA **EZsub** Excel template has multiple error checking methods. Comments/errors pop up as you enter the data. When you have entered all data just click on the "check errors" button and any outstanding errors are listed. The **EZsub** Excel template checks for all of the FASSUB business rules, required accounts, required subordinate accounts, required subtotals, additional details (when necessary), proper date formats, correct number formats, it informs you when an account is off *and by how much*, and more!

Efficient

The FASSUB system has 11 main data entry pages and 60+ details pages. Moving from one page to the next requires saving your information, going back to the previous page, and then moving to the next page. When validating your submission and clearing the errors it can be particularly time consuming and frustrating. Each of those steps means you have to wait for the page to load. During peak usage times this process is especially laborious.

The AHACPA **EZsub** Excel template has all of the accounts from the 11 main FASSUB pages on one single worksheet. Another worksheet has all of the details. Unlike the FASSUB system, there is no saving and waiting for the next step to load. [Although we do recommend you save frequently]. Hyperlinks are contained throughout the **EZsub** Excel template to aid in quickly navigating to and from the details.

Economical

It can be costly paying staff to wrestle with the ins & outs of HUD's system. Don't waste your money and your staff's time. Give the AHACPA **EZsub** Service a try today.