

---

FORMAT FOR REJECTION LETTER BASED ON TECHNICAL PROCESSING

SEND TO: Sponsor

HOW: Must be sent by Certified Mail - Return Receipt Requested

WHEN: By \_\_\_\_\_

Dear \_\_\_\_\_:

SUBJECT: Rejection of Section 202 Application for Fund  
Reservation Based on Technical Processing

Location: \_\_\_\_\_ No. of Units \_\_\_\_\_  
Project No.: \_\_\_\_\_

The subject application has been reviewed by this office and found unacceptable for further consideration because:

(List all reasons for technical rejection, based upon comments of all technical disciplines.)

If your organization wishes to submit an appeal, it must be received in this office no later than \_\_\_\_\_ to receive consideration. The appeal may not include any new documents or information not submitted by the original application deadline date or in response to the deficiency letter, if any, following initial screening. Following receipt of any appeal, this office will render a decision within five days and notify you of the results.

Thank you for your interest in the Section 202 program.

Sincerely,

Manager

cc: Housing Consultant