

Housing Finance Agency

**STATE OF MINNESOTA
Office Memorandum**

Date: January 21, 2003

To: Property Owners/Management Agents

From: Minnesota Housing Finance Agency (MHFA)
Multifamily Division
HUD Portfolio – Section 8 Contract Administration
MHFA Portfolio – Section 8 Contract Administration

Subject: **INS Software, and 2003 Mileage Rates**

**IF YOU ARE NOT THE PERSON IN YOUR ORGANIZATION WHO WORKS
WITH THIS PROCESS, PLEASE GIVE THIS INFORMATION TO THE
APPROPRIATE STAFF IMMEDIATELY.**

INS / SAVE SOFTWARE

As we stated in the December 19, 2002, memo, there will be a change in the manner in which you verify the immigration status of non-citizens under the SAVE (Systematic Alien Verifications for Entitlements) program.

This change should be in effect by February 15, 2003.

By this time you should have received your SAVE Software. If you have not yet received your SAVE Software, you will need to contact the INS contact person: Phyllis Lancaster at 202-514-2317.

Additional information can be found at:

<http://www.hud.gov/offices/hsg/mfh/trx/trxdocs.cfm>

IRS 2003 Mileage Rate

The IRS has released the standard mileage rate for 2003. The mileage rate for medical has decreased to 12 cents per mile for 2003.

This information can be found at:

http://www.natptax.com/tax_information.html, and click on “Standard Mileage Rate”.

QUESTIONS

Questions on any of the following can be directed to:

HUD/CA

Rose Marsh at 651-296-5602 or via e-mail: Rose.Marsh@state.mn.us

MHFA/CA

Tara Finch at 651-296 – 9368 or via e-mail: Tara.Finch@state.mn.us