

Service Provider

MINC Submissions

In addition to being a software vendor, *Simply Computer Software, Inc.* also provides Fee Based Electronic Submission Services, commonly referred to as *Service Provider*. If, for whatever reason, you are not able to automate your inhouse RD forms compliance, we can electronically submit your forms for you, for a fee. You merely send or fax us your tenant changes when they occur (Tenant Certifications, Move-Out, Unit Transfers, etc.) and we make sure they are promptly submitted electronically to Rural Development through the MINC Website. Each month we send you a 3560-29 Project Worksheet and a list of future recertification dates. Our fee consists of an Initial Set-up Fee, Transaction Fee and Worksheet/Recert Date Fee.

INITIAL SETUP FEE (One Time): In order to load existing project information into our system, there will be a one time setup fee of \$2.00 per unit. You would supply us with a recent RD 3560-29 Project Worksheet and a copy of each current RD 3560-8 Tenant Certification. Our eAuthentication Account ID will be added to your project's MINC User ID submission list.

TRANSACTION FEE (Ongoing): After your project has been setup in our system, you merely send or fax us your Tenant Change information as they occur (including Tenant Certifications, Move-Outs, Unit Tranfers, etc.). We input this information into our system and make your electronic submissions. Each Tenant Change electronically submitted will be assessed a \$5.00 Transaction Fee.

WORKSHEET/RECERT DATE FEE (Monthly): A flat, monthly fee will be assessed for generating your monthly RD 3560-29 Project Worksheet/Notice of Payment Due, along with a list of future recertification dates. This feature provides you with a clean, accurate copy of the RD 3560-29 Project Worksheet/Notice of Payment Due, based on electronic submission success, and helps remind you of upcoming recertifications.

Fee Schedule:

1 to 23 Units \$15/mo.	48 to 71 Units \$25/mo.	90 to 149 Units \$35/mo
24 to 47 Units \$20/mo.	72 to 89 Units \$30/mo.	150 Unit & above \$45/mo.

Below are examples of approximate Annual Service Provider Costs for varying project sizes ...

Project Size	10 Units	32 Units	64 Units	88 Units
Initial Setup Fee (1 time Charge)	\$ 20.00	\$ 64.00	\$ 128.00	\$ 176.00
Transaction Fee	\$ 50.00	\$ 160.00	\$ 320.00	\$ 440.00
Worksheet/Recert Date Fee	\$ 180.00	\$ 240.00	\$ 300.00	\$ 360.00
<hr/>				
Total Service Provider Cost	\$ 250.00	\$ 464.00	\$ 748.00	\$ 976.00

Call today to get started !!!

Simply Computer Software, Inc.

7310 N. Alpine Road, Loves Park, IL 61111

Toll-free 1-800-626-2431 extension #3

Email: Info@SimplyComputer.net Website: SimplyComputer.net

FHA Software
Affordable Housing Automation