

**ERVIN and
ASSOCIATES
INCORPORATED**

FI-185200

April 21, 1997

Ms. Ann Aldrich
U.S. Department of HUD
Executive Secretariat
Room 10139
451 Seventh Street, SW
Washington, D.C. 20410

Via Facsimile to (202) 619-8365

Re: Freedom of Information Act Request
Goals of HUD Headquarters - General

Dear Ms. Aldrich:

In a Multifamily Conference Call headed by Bill Hill on November 19, 1996, the first item discussed was "Goal 10" which was a data cleanup goal, and Hill also referred to a cc: Mail message he sent that morning on goal 8B.

Under the provisions of the Freedom of Information Act, please provide us with a list of all such Goals of HUD Headquarters, including all direction given to the Field Offices regarding such goals.

Ervin and Associates agrees to pay up to \$50 for the processing of this request. If the anticipated fees are to exceed \$50, please call me before processing the request so I may have an opportunity to alter or cancel the request. I can be reached at (301) 469-3422.

Very truly yours,
ERVIN and ASSOCIATES, INCORPORATED


David J. Ervin

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