

WHAT'S NEW

IRS RELEASES GUIDANCE ON INCOME LIMITS FOR AVERAGE INCOME TEST

The IRS published [Revenue Ruling 2020-4](#) on how income limits should be computed for income thresholds under the Average Income Test.

EXECUTIVE ORDER TO COMBAT HUMAN TRAFFICKING

January was National Slavery and Human Trafficking Prevention Month. This past Friday it was announced that President Trump signed an executive order to combat human trafficking. We encourage housing providers to implement best practices that eliminate potential safe havens for human trafficking. For tips to help property managers identify potential signs of human trafficking click [here](#).

COMPLIANCE CORNER

PLEASE REDACT...

When submitting tenant files please make sure that Social Security numbers are redacted to help protect your resident's privacy and safety. We are continuing to receive tenant files that have not been redacted. Effective 2/1/20, files will be rejected and not reviewed for failure to redact Social Security numbers or other private information.

IT'S CONFERENCE SEASON!

SAHMA HERE WE COME!

DCA Compliance staff has been invited to attend the [SAHMA Affordable Housing Conference](#) on February 12, 2020 in Atlanta, GA. We look forward to presenting DCA Updates and News, Hot Topics and Ask an Expert!

See you there!

TRAINING OPPORTUNITY: COMPLIANCE 101

The [Georgia Affordable Housing Coalition](#) is hosting a Compliance 101 training. Registered attendees can expect a primer on the "must do", "how to", "what forms", "when" of keeping your LIHTC property in compliance. This DCA training is geared to persons new to the compliance arena or those who might benefit from a refresher. For training information and how to register click [here](#). Seating is limited.

See you in Savannah!

Email merranda.james@dca.ga.gov for questions.

ASSET MANAGEMENT

2019 AUDITED FINANCIAL STATEMENTS DUE

The 2019 Audited Financial Statements for HOME Funded Properties are due April 30, 2020. Audited Financial Statements are required to be submitted annually to the DCA for all multifamily rental properties with DCA loan and grant funding resources by April 30, every year. DCA welcomes owners to submit 2019 Audited Financial Statements any time before the April 30th due date.

SUBMISSION INSTRUCTIONS:

1. Send all financial statements to DCAFinancialReporting@dca.ga.gov
2. Use the following format in the email SUBJECT line: (a) Type the Georgia DCA Project Number (b) Followed by the Abbreviated Project Name (c) Followed by "2019AuditedFS" (do not use any comma or spaces) EXAMPLE: XX-XXXProjName2019AuditedFS

DCA IS GIVING YOU A HEAD'S UP NOTICE...." YOUR WELCOME!"

Asset Managers will be visiting your property soon, sometimes with or without notice. We are setting out to assess general property condition, curb appeal, and to take a look around, as they say. Should our Asset Managers have any concerns about your property, your DCA inspection frequency will be evaluated, and if you're lucky, you may be seeing our Asset Managers on a quarterly or monthly basis. So have your properties in tip-top shape please.

REMEMBER TO EDUCATE YOUR TEAM

DCA highly recommends providing your staff; on-going training, webinars and subscribing to many of the various newsletters and monthly publications intended to provide great compliance tips, information, and updates. Try appointing someone on your team as the go-to person to review and summarize some of the most important and relevant information.

811

FRIENDLY REMINDER TO ALL PROPERTY MANAGERS:

Sometimes the information DCA gets from a referral on our waitlist may change from our office to yours. Please remember our following eligibility requirements:

The eligible tenant needs to be between the ages of 18 - 62 on the date of move in and sign the lease.

The disabled individual/eligible tenant does not need to be the head of household. They may be a disabled young adult who is 18 and may still be in the care of a parent. And because this is permanent housing, the eligible tenant may also surpass age 62 once they have moved in.

The entire household income needs to be at 30% AMI according to HUD for the county the property is in.

Not 50% or 60% like the rest of your residents. The income limits are found at <https://www.huduser.gov/portal/datasets/il.html>. And all income calculations must follow the HUD Manual 4350.3 processes. If you have any questions regarding

income calculation, please contact us to ensure your property stays in compliance with 811.

The household cannot be over or under housed.

For example, the household may state they do not have children, and they apply at your property stating they do have children. Or vis versa. Therefore, the number of bedrooms initially expressed to us by a household, may need to increase or decrease depending on their changing needs and what they put on your application. If there are inconsistencies between our referral and your application, please contact us so we can help you make the right decisions regarding the number of bedrooms the household needs to stay in compliance with 811.

The email address for HUD 811 is HUD811@dca.ga.gov and our number is 404-679-3150. Please feel free to reach out to us with any of your questions. Thank you for supporting Georgians with disabilities!

DON'T FORGET TO REMEMBER...

QAP APPLICATION WORKSHOP

DCA's QAP Application Workshop will be held on February 11 from 9AM to 3PM at the Cobb Galleria Center.

Georgia Housing Search

Listing on GeorgiaHousingSearch.org is completely free and can be done online at GeorgiaHousingSearch.org or via a toll-free call center at 877-428-8844. For GeorgiaHousingSearch.org questions, please call 877-428-8844 (quickest and easiest!) or register online at www.GeorgiaHousingSearch.org.

Previous Notifications

Placed In Service Notification to DCA

To sign up for this **DCA Compliance Blast**, click [here](#) and join our email group for updates!

DCA should be notified using the **Placed In Service Notification** no later than 30 days after the first building in your development is placed in service. The required notification form can be found on the [Compliance Monitoring](#) site, select the "Form" icon.

The form includes instructions for setting the development up in MITAS and obtaining initial access to MITAS for the property. For questions about the form or set up, send your email to compliance@dca.ga.gov.



 [DCA Fair Housing Statement](#)

 [DCA Compliance Website](#)

 [Mitás](#)

 [MTSP Income Limits](#)

 [HOME Income Limits](#)

 [HOME Rent Limits](#)

The Georgia Department of Community Affairs is committed to providing all persons with equal access to its services, programs, activities, education and employment regardless of race, color, national origin, religion, sex, familial status, or disability.

For reasonable accommodations or alternate format information please contact compliance@dca.ga.gov



 [Georgia Housing Search](#)

 [DCA Allocation Documents by Year](#)

 [Applicants & Funded Projects](#)

Quick Links

[GA Affordable Housing Coalition](#)

[2013 HOME Final Rule](#)

 [Violence Against Women Act \(VAWA\)](#)

 [Fair Housing Limited English Proficiency \(LEP\)](#)

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