

WHAT'S NEW

A SAHMA RECAP

On Wednesday, February 13th, the entire Office of Portfolio Management attended the SAHMA Georgia State Meeting in Atlanta. Topics presented included:

- VAWA Hypothetical Scenarios
- 811 and the Lease in Place
- NEW Compliance Inspection Process
- The Role of Asset Management

Click [here](#) to view the slideshows and supporting forms.

POLICY UPDATES

QUALIFIED CONTRACT

DCA has released the revised draft of the Qualified Contract policy. As many of our properties begin to age out of our programs, DCA has modified the Qualified Contracts process to help achieve our primary goal of preserving safe and affordable housing in Georgia. The policy is posted to the Asset Management website here, and is effective for all Qualified Contract Applications received April 1, 2019 and later.

Comments of the Qualified Contracts draft policy will be accepted by DCA **no later than 3/15/2019**. Email comments to Stephen.vlkovic@dca.ga.gov.

A HELPING HAND

HOUSING CHOICE VOUCHERS

The Housing Choice Voucher Program, also known as Section 8, is a tenant-based rental assistance program that assists extremely low and low-income individuals and families with renting safe, decent, and affordable dwelling units in the private rental market. For more information on the Housing Choice Voucher Program please call 1-800-359-4663 or email HousingChoiceVoucher@dca.ga.gov. For voucher wait list information, please call 1-888-858-6085.

WHAT'S THE 811?

AM I ABLE TO receive more rent than what's allowable under Section 42?

All rent is determined by the contract with DCA, specifically written for each property. All contract rent must be under the Fair Market rent for the county the property is in located in, minus any Utility Allowances.

How do I collect rent?

The Total Tenant Portion is collected by Property Management using their standard rent collection procedure. The remaining amount of rent is processed through

TRACS and should be deposited in the property's bank account at the beginning of the month.

Keep checking the Blast to make sure you are *in the know* about 811 Program Compliance!

COMPLIANCE CORNER

120 DAY RECERTIFICATION EFFECTIVE DATE

The Effective Date of the initial certification is the same date as the commencement date of the lease. This is the date when a resident can move in to the unit. The income verifications must be dated within **120 days** prior to the commencement of the lease.

- Recertification's can be done up to 120 days ahead of the certification date and must be effective as of the anniversary date of the initial certification date.

EXAMPLE: If a household moves into a unit on February 22, 2018; their initial certification date is 2/22/18 and their recertification date is 2/22/19.

- For *administrative ease*, managers may elect to make recertification dates the first day of the month for residents with move in dates within that month.

EXAMPLE: Tom Lakes moves into Ernest Glenn Manor on 11/5/18. His subsequent recert effective dates can be 11/5 **or** 11/1 each year. The key is to ensure that the recertification effective date occurs within **12 months** of the previous recertification effective date.

ANNUAL OWNER CERTIFICATION

The 2018 Annual Owner Certification (AOC) has been posted to the website and can be found [here](#). Projects of any and all funding sources should use the 2018 AOC, at this time.

AOC submissions are due today, **MARCH 1, 2019**

- This year, all late AOC submissions **will** result in an 8823 or Notice of Non-Compliance
- The AOC due date and the 8823 enforcement will be implemented in an effort to collect information in time for the 2019 Application scoring round. DCA will review the results of the AOC submissions, the timeliness of the online form, and possible 8823s, when making point deduction determinations
- If you selected **HUD Section 811** on the project funding application, you are required to complete the 811 AOC
 - 811 AOCs are due by MARCH 31, 2019
 - You must complete all other program funding AOCs by MARCH 1st, however, you will be required to acknowledge your intent to timely submit the 811 AOC within the LIHTC/HOME/Layered AOC.

Please email Compliance@dca.ga.gov with any questions.

DON'T FORGET TO REMEMBER. . .

INCOME AVERAGING COMPLIANCE KICKOFF

On Wednesday, March 14th, the DCA will host a kickoff to Income Averaging Compliance at our Atlanta Office. Registration for the morning has closed, there is still time to reserve your [AFTERNOON](#) seat. Seating will be limited.

GAHC'S 22ND ANNUAL CONFERENCE AND TRADESHOW

The Office of Portfolio Management will be presenting at the 2019 Georgia Affordable Housing Coalition (GAHC) conference and tradeshow will be held at the Westin Savannah Golf Resort and Spa in Savannah, Georgia from March 27th to March 29th, 2019. Topics include; staffing changes, new audit protocol, Compliance Manual updates, reporting, the mandatory Resident Letter, Affirmative Fair Housing Marketing Plans; Average Income set-aside.

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.

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



 [DCA Fair Housing Statement](#)

 [DCA Compliance Website](#)

 [Mitás](#)

 [MTSP Income Limits](#)

 [HOME Income Limits](#)

 [HOME Rent Limits](#)

 [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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