



## Office of Portfolio Management Updates

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### WHAT'S NEW

#### **HUD 2021 Limits**

HUD Publishes FY 2021 Income Limits and Rent Limits for HOME. New limits are published [here](#).



### COMPLIANCE SPOTLIGHT

#### **Friendly Reminders**

##### **Housing Discrimination Under the Fair Housing Act**

Although, the primary focus has been on overcoming the public health threat of COVID-19 for the last year, let's not forget or neglect the principles of Fair Housing for our communities. Now is a good time to fulfill the expectation of *annual* Fair Housing training! Click the link to learn more about [Housing Discrimination Under the Fair Housing Act](#).



##### **IRS FORM 8609**

The executed 8609s, with owner-elected selections to Part II, are due to DCA within 24-hours after they are filed with the IRS or by the next business day. Please email the Final 8609s to [Compliance@dca.ga.gov](mailto:Compliance@dca.ga.gov) - and remember to use the following format in the email subject line; (a) Type the Georgia DCA Project ID Number (b) Followed by the Project Name (c) Followed by "Final8609s"  
Example: 2019-007 SecretGardenApts-Final8609(s)

##### **Q&A Corner**

**Q:** For the tax credit properties, if the resident needs a guarantor, how does that work?

**A:** DCA does not monitor compliance with guarantors. How the property handles credit is not a compliance issue, provided they don't live in the unit or make financial contributions to the household. The following are some aspects to consider:

- Will the guarantor be residing in the unit?
- Will the guarantor be making any regular monetary contributions to the household?
- Will the guarantor be paying any of the household bills (utilities) or living expenses?

**Q:** The development is currently under construction and has the required size laundry facility under the QAP on site AND is installing washers/dryers in each unit. As the development has both the laundry facility AND W&D in each unit, can the Owner charge for the in-unit washers/dryers?

**A:** Per the applicable QAP under the Required Amenities section, an on-site laundry

facility is not required if washers and dryers are installed in units and maintained at no additional cost to residents. Please refer to the IRS 8823 Guide, Fees – Provision of Services section (11-2):

- Any charges to low-income tenants for services that are not optional generally must be included in gross rent (Treas. Reg. §1.42-11).
- A service is optional when the service is not a condition of occupancy, and there is a reasonable alternative.
- Charges for non-optional services such as a washer and/or dryer hookup fee and built-in/on storage sheds (paid month-to-month or a single payment) would always be included within gross rent.
- No separate fees should be charged for tenant facilities (i.e., pools, parking, recreational facilities) if the costs of the facilities are included in the eligible basis.
- Assuming they are optional, charges such as pet fees, laundry room fees, garage, and storage fees may be charged in addition to the rent, i.e., they are not included in the rent computation.

## **Industry Training Resources**

### **[Mastering LIHTC Compliance w/ Optional HCCP Exam](#)**

- May 26-27, 2021

### **[THE \(HUD\) OWNER HANDBOOKS – WHAT YOU DON'T KNOW CAN HURT YOU](#)**

- May 25<sup>th</sup>, 2021, 1PM
- Speaker: Gwen Volk

### **[National Fair Housing Training Academy](#)**

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## **ASSET MANAGEMENT**

### **!Financial Reporting Extension**

The May 15 deadline for the 2020 Audited Financial Statements has been extended until today, **May 17**. All financials received after today are considered late.

### **Property Name Changes**

Changes to property names are required to be reported using the DCA Property Information form, send these to the assigned Pod Team inbox for your property. Changes in contact names, emails and phone numbers should also be reported using the DCA Property Information Form, use the link [HERE](#) to access the DCA Property Information Form located at the bottom of the page in the link. Federal Tax ID's must be provided on the form for the building ownership entity.

### **!Important Notice Regarding Financial Reporting to Emphasys**

Please be advised, DCA will be providing communications and updates regarding the new state database (Emphasys) portal/module that will be used for financial data reporting as the information becomes available to the Office of Portfolio Management (OPM) team. As some Management Companies are already aware, our OPM Team Members are in the process of providing login credentials and training in the Compliance Module of Emphasys. Once all management companies have login credentials and have received Compliance module training in Emphasys, we expect to begin communicating and/or providing instruction for reporting financial data to Emphasys. We do not have a solid date at this moment as to when financial reporting will be required to start in Emphasys, but please keep on the lookout for correspondence in the OPM email blasts that are sent out on the first and fifteenth of each month.

To reiterate, the current reporting requirements will remain the same as they have been for now: DCA Multifamily properties that are funded with a GHFA, HOME, PSHP, NSP, TCAP, EXCH or other DCA loan should continue to submit their 2020 Annual Audited Financials to the [DCAFinancialReporting@dca.ga.gov](mailto:DCAFinancialReporting@dca.ga.gov) inbox, as well as other financial reporting documents as required in your loan agreement documents. LIHTC funded properties with no DCA loans as mentioned in this

message should await further communication from DCA via the bi-monthly OPM email blasts.

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## 811

### **811 PRA Program Q&A**

Properties participating in the 811 PRA Program will have the opportunity to meet directly with Jenny DeSilva, Blueprint Housing Solutions, to have all your questions addressed.

Property Webinar - led by Jenny DeSilva

To join click [HERE](#).

Wednesday, **May 19, 2021 12:30 pm** | 1 hour 30 minutes | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 132 550 8353

Password: C9KqwJ8MJi3

· Join by video system

Dial [1325508353@gadca.webex.com](tel:1325508353)

You can also dial 173.243.2.68 and enter your meeting number.

· Join by phone

1-844-992-4726 United States Toll Free

+1-408-418-9388 United States Toll

Access code: 132 550 8353

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