

**Owner's Annual Certification of Compliance**  
 - Affordable Housing Trust Fund (AHTF) -  
 - Small Multifamily Affordable Loan (SMAL) -

To decrease costs for partners and KHC, the Owner's Annual Certification of Compliance is now required to be submitted electronically. The electronic submission affects all affordable rental housing programs that are required to submit annual performance reports to Kentucky Housing's Compliance Department. This includes projects allocated Housing Credits and funding from the Section 1602, TCAP, Risk-Sharing, HOME Investment Partnerships, Small Multifamily Affordable Loan programs and Affordable Housing Trust Fund. In addition, tenant data and the Annual Operating Expense Information are now required to be submitted through Kentucky Housing Corporation's Tenant Data Collection System (TDCS).

<b>Reporting Period:</b>	<b>From: January 1, 2015</b>	<b>To: December 31, 2015</b>
<b>Project Name:</b>		<b>Project No. or Date of Funding:</b>

**CERTIFICATION**

The undersigned hereby certifies that the information presented herein is true and correct to the best of his/her knowledge and that he/she will, if requested, submit documentation in support of such statement. He/she further certifies UNDER PENALTY OF PERJURY that the project meets the requirement of the AHTF and/or SMAL Programs, including any other applicable laws, rules, regulations and ordinances.

<b>Recipient Information</b>			
Name of Recipient			
Name/Title of Recipient Contact Person			Daytime Telephone Number
Address			Fax Number
City	State	Zip Code	E-mail Address
<b>See Electronic Signature Authorization Form</b>			Date Form Completed
<input type="checkbox"/> No Change in signature Authorized Agent has occurred <input type="checkbox"/> Change in signature Authorized Agent (Submit revised Electronic Signature Authorization Form)			
<input type="checkbox"/> Check if new address or phone for Recipient Information			

<b>Current - Management Company Information</b>			
Name of Management Company (if different from recipient)			
Name of Management Contact Person			Daytime Telephone Number
Address			Fax Number
City	State	Zip Code	E-mail Address

A copy of the Management Agreement **MUST** be submitted if there has been a **CHANGE** since the previous Annual Performance Report. Failure to submit a copy of the Management Agreement may preclude KHC from releasing project information to the managing company.

- Check if Management Company change has occurred since the previous Annual Performance Report
- Check if new address or phone

Read the following statements: Each question MUST be answered and an explanation provided when requested. To mark a response box, double click on box and select "Default Value as Checked"

- 1. The owner and all primary parties to the project (Management Company) have submitted the required annual reports and fees to the Secretary of State's office in order to be considered active and in good standing.

Yes  No  If no, please provide explanation in box below

**Income Certifications**

- 2. The recipient has properly documented eligibility of each tenant at move-in in a consistent manner.

Yes  No  If no, please provide explanation in box below.

- 3. The owner has conducted an annual certification of each low-income resident in a consistent manner.

Yes  No  If no, please provide explanation in box below.

- 4. The rent charged to each tenant does not exceed thirty percent (30%) of the tenant's monthly income.

Yes  No  If no, please provide explanation in box below.

**Property Standards**

- 5. During the reporting period, a physical inspection of the property was conducted to ensure continued compliance with HUD Habitability Standards as defined in 24 CFR 574.310(2).

Yes  No  If no, please provide explanation in box below.

**Reserve for Replacement Account**

- 6. Do you maintain your own reserve for replacement account?

Yes  No  No, maintained by KHC  If maintained by KHC, go to question 7.

a. If yes, please provide your monthly deposit and overall balance in this account.

b. If no, and KHC does not maintain the account, who maintains it? If no such account exists, please explain how necessary expenditures are covered.

c. Briefly describe any expenditure from the reserve for replacement account. Was KHC advised prior to such expenditure?

**Fair Housing**

7. The project remains in compliance with all applicable Fair Housing laws.

Yes  No  If no, please provide explanation in box below.