

**Owner's Annual Certification of Compliance
-NHTF Program-**

To decrease costs for partners and KHC, the Owner's Annual Certification of Compliance is now required to be submitted through Tenant Data Collection System (TDCS). 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, Affordable Housing Trust Fund and National Housing Trust Fund. Tenant data and the Annual Operating Expense Information are required to be submitted through Kentucky Housing Corporation's Tenant Data Collection System (TDCS).

Reporting Period:	From:	To:
Project Name:		Project No.:

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 HOME Investment Partnerships Program, including any HUD regulations pursuant thereto and other applicable laws, rules, regulations and ordinances.

Recipient Information			
Name of Recipient			
Name/Title of Recipient Contact Person			Daytime Telephone Number
Address			Fax Number
City	State	Zip Code	E-mail Address
<i>See Electronic Signature Authorization Form</i>			Date Form Completed:

Check if new Recipient contact, new address or phone number since submittal of last annual report

Management Agent Information			
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

Check if new management company, new address or phone number since submittal of last annual report.

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"**.

The Project continues to comply with all National Housing Trust Fund (HTF) regulatory requirements contained in 24 CFR Part 93.

Yes No, please provide an explanation in the box below.

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, please provide an explanation in the box below.

2. The Owner has (1) received, upon initial occupancy, an annual Tenant Income Certification (TIC) from each resident of an HTF-assisted unit and documentation to support that certification; (2) annually recert tenant eligibility for an HTF-assisted unit by receipt of a new TIC and supporting documentation or by receipt of a tenant self-certification, and (3) verified each tenant's income source documentation at least every 6 years of the affordability period.

Yes No, please provide an explanation in the box below.

3. Each HTF-assisted unit in the project has been rent-restricted under the Declaration of Land Use Restrictive Covenants and under 24 CFR Part 93. 302

Yes No

4. No tenants in HTF-assisted units were evicted or had their tenancies terminated other than for good cause and no tenants had an increase in the gross rent with respect to an HTF-assisted unit not otherwise permitted under 24 CFR Part 93.

Yes No, please provide explanation in the box below.

5. All HTF-assisted units in the project are and have been for use by the general public and used on a non-transient basis.

Yes No

6. Was there a claim of discrimination under the Fair Housing Act, 42 U.S. C 3601-3619, has occurred for this project. A claim of discrimination includes an adverse final decision by the Secretary of Housing and Urban Development (HUD), 24 CFR 180.680, an adverse final decision by a substantially equivalent state or local fair housing agency, 42 U. S C 361(a)(1), or an adverse judgement from a federal court.

Yes No If yes, please provide detail of findings.

7. Each unit and building in the project is and has been in compliance with HUD's Uniform Physical Conditions Standards (UPCS) did not issue a report of a violation for any building or HTF-assisted unit in the project.

Yes, No If no, please list the violations

8. Do you maintain your own reserve for replacement account?

Yes No If No, and account is managed by KHC, go to question 9.

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?

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

9. No request for protection under the Violence Against Women Act of 2013 has been made by any tenant of this project.

Yes No

10. The property is in compliance with the Violence Against Women Act requirements and all related implementing regulations providing protections for residents and applicants who are victims of domestic violence, dating violence, sexual assault, and/or stalking.

True False If "False," attach an explanation and the supporting documentation.

11. All common areas and facilities, such as swimming pools, other recreational facilities, parking areas, washer/dryer hookups, and appliances were provided on a comparable basis without charge to all tenants in the buildings.

Yes No

12. If an HTF-assisted unit in the project has been vacant during the year, reasonable attempts were or are being made to rent that unit or the next available unit to tenants having qualifying income before any units were or will be rented to tenants not having a qualifying income.

Yes No

13. If the income of tenants of an HTF-assisted unit in any building increased above the limit allowed under the HTF program, the next available unit was or will be rented to residents having a qualifying income.

Yes No

14. Recipient certifies that the Tenant Selection Policies/Plan, Affirmative Marketing Plan, and Fair Housing Plan used in conjunction with the leasing of this HTF-Funded project are in accordance with all applicable Fair Housing Laws.

Yes No, please provide explanation in box below.

15. Has there been a change in the ownership or management of the project?

Yes No If yes, please update owner/management information in TDCS.

Please make sure you have current Electronic Owner Signature Authority form on file for all project reviews.