

# **2008 REVISION LIST**

## **Housing Tax Credit Compliance Manual**

### **Revised July 2008:**

#### Chapter 1: The Rules, Requirements, and Resources:

- a. Chapter 36 Rules: Added the OHFA Chapter 36 Rules effective 1-1-08 are also effective for 2009

#### Chapter 2: OHFA's Responsibilities:

- a. Added information needed regarding the non-profit upon arrival of inspection

#### Chapter 3: Owner's Responsibilities:

- a. Reports / Added a qtrly or annual report must be in the office by or before the due date and not just post marked by the due date.
- b. Annual Owner Certification / An addendum has been added to the Annual Owner Certification that must be completed by the non-profit, if applicable.
- c. Employee Units / Added that rent can not be charged for an employee unit
- d. Homeless Units / Added homeless language
- e. Supportive Services and Programs/ Added language to clarify offering vs providing
- f. Special Needs Units / Added entire paragraph

#### Chapter 4: Rent Restrictions and Lease Requirements:

- a. Rental Application Fees / Added clarification language
- b. Utility Allowances / Added language prohibiting a third party billing system

#### Chapter 5: Determining Tenant Eligibility:

- a. Evaluate Annual Income / Added clarification language
- b. Student Households / Listed the definition of full time student and added the language to the exception for single parents and their children being dependant of no one else other than a parent
- c. Section 8 Voucher Holders / Added language effective 10-01-08 the PHA statement will be accepted only at recertification

Appendix A: 2008 income / rent limits effective 2-13-08 (revised hard copy only, web was updated in February 2008)

Appendix B: PHA utility charts will be revised effective 10-1-08; [www.ohfa.org](http://www.ohfa.org)

Appendix C: Deleted the sample rental and recertification application and moved the Tenant Release and Consent form to Appendix C from Appendix D

Appendix I: Annual Owner Certification / added addendum regarding non-profit