



To: All Owners and Managers
From: Bob Conroy, Director of Asset Management

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I. Multifamily Housing EIV System 10.0.0.0. Release

The EIV system update 10.0.0.0 was successfully released on September 25, 2015 and has full functionality. Below are the new functionalities that have been added to Multifamily EIV. Any questions related to Multifamily Housing in EIV should be directed to the Multifamily Helpdesk at 1-800-767-7588 or by email at mf_civ@hud.gov.

EIV – Verification Reports

- New Hires Report – Modification made to New Hires Report by removing the inactive “Re-Certification Month” button.
- Identity Verification Reports – Modification made to Identity Verification Reports by removing the inactive “Re-Certification Month” button.
- Deceased Tenants Report – Modification made to Deceased Tenants Report by removing the inactive “Re-Certification Month” button/

EIV – HQs Management Reports

- Verification Reports Summary – Modification made to Verification Reports Summary by removing the “Re-Certification Month” selection button.
- EIV Verification Report Summary – Summary result Page – Modification made to Identity Verification Summary column name to “Number of households for selected period where one or more members have not been submitted to SSA or SSA hasn’t responded yet.”

II. HUD Releases Updated Section 8 Renewal Policy Guidebook

The updated Section 8 Renewal Policy Guidebook was issued August 7, 2015 and becomes effective November 5, 2015. This guidance will apply to renewal and amend rent packages received by HUD (or post-marked) November 5, 2015 or later. This Guide provides comprehensive guidance for renewing expiring Section 8 HAP contracts. It incorporates the procedures contained in previous Section 8 expiring contract Housing Notices, along with a number of changes.

The body of the guidebook contains stars (*) to indicate where specific text has been revised. Chapter 2 and Chapter 16 have been completely revised and do not contain stars (*) to indicate specific changes in the text.

You can find the guide and associated documents on the HUDClips website at http://portal.hud.gov/hudportal/HUD?src=/program_offices/housing/mfh/mfhsec8. Any questions may be directed to Section8RenewalGuide@hud.gov.

III. Synthetic Subsidy: How MaineHousing Creates Subsidy From Refundings

The 2nd Quarter 2015 issue of “Returns”, Vol. 2. Issue 2, featured an article authored by MaineHousing’s Treasurer Tom Cary. In this article Tom explains how MaineHousing creates subsidy from refundings. A copy of this insightful article is attached to this notice.

IV. New Property Management Training Course

Southern Maine Community College is offering a Property Management Training Course beginning November 10, 2015 through February 4, 2016. The classes are twice a week, Tuesdays and Thursdays 4:00 p.m. – 7:00 p.m. at the Sustainability and Energy Alternatives Center, South Portland Campus. This is No Cost Training! All applications are due November 2, 2015. Point of contact for more information is Peggy Fleury at (207) 741-5758 or pfleury@smcme.edu. A copy of the flyer is attached to this notice.

V. Revised Tenant Income Certification and Tenant Income Self Certification

The Tenant Income Certification and the Tenant Income Self Certification forms have been updated to reflect new regulatory requirements related to Students living in HOME units. These updated forms must be used for tenant income certifications in RLP, LIHTC, New Lease, Sharp/Rehab and FedHome programs effective November 1, 2015. Copies of the revised forms are attached for reference and are available on the MaineHousing website.

Attachments:

- **Synthetic Subsidy: How MaineHousing Creates Subsidy from Refundings**
- **New Property Management Training Course Flyer**
- **Revised Tenant Income Self-Certification**
- **Revised Tenant Income Certification**

Please note that MaineHousing provides notices as a service to our partners. Notices are not intended to replace ongoing training and do not encompass all compliance and regulatory changes that may occur on the wide arrange of housing programs in which we work. MaineHousing recommends partners establish an ongoing training program for their staff.

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