



**Asset Management Notice
AM 2019-06
Issued: May 24, 2019**

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

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I. ABLÉ Account Notice Published

The Office of Multifamily Housing Programs published a joint Housing-PIH Notice H-2019-06 on May 6, 2019 which provides guidance regarding the federally mandated exclusion of ABLÉ accounts from the calculation of income and assets. This is required under the Achieving a Better Life Experience Act of 2014 (ABLE Act). Amounts held in ABLÉ Act accounts are excluded from asset calculations, and any distributions from ABLÉ accounts are excluded from income calculations.

This Notice will provide HUD-assisted housing programs with clear guidance on the treatment of:

- Distributions from ABLÉ accounts
- Contributions made by the designated beneficiary
- Contributions made by others into the ABLÉ account
- Rollovers from existing ABLÉ accounts; and
- Requirements for verifying ABLÉ accounts

The HUD Notice is included as an attachment to this AM Notice.

II. Guidelines on Addressing Pest Management in HUD-Insured and Assisted MultiFamily Housing

HUD Housing Notice 20 12-5 was issued to provide guidance on prevention and response to pest infestations, particularly bed bugs, to HUD Office of Multifamily Housing Programs staff, owners, management agents, and residents of HUD-assisted multifamily properties. Since the issuance of the Notice, there have been advances in the treatment of pests and an increased understanding of the importance of a property-wide integrated pest management (IPM) strategy. The Department is in the process of drafting an update to Housing Notice 20 12-5 to reflect current industry standards.

In addition, many properties are adding Bed Bug Lease Addenda to the HUD Model Lease, which may contain provisions conflicting with the Model Lease or current guidance. The purpose of the Memorandum is to provide clarifications to HUD's current guidance regarding pest management, pending the release of updated guidance.

Attached to this AM Notice are the Guidelines on Addressing Pest Management in HUD-insured and Assisted MultiFamily Housing.

III. What to Do When a Project Receives a Zero Because Owner Refuses to Allow HUD to Inspect

On May 1, 2019 HUD published a memorandum which provides guidance on what steps a field office must take when a project receives a score of zero because an Owner and/or Management Agent defaulted on its contractual obligation to allow HUD to perform a physical inspection based on the new 14-day notification period. A copy of this Memorandum is attached to this AM Notice.

IV. 2019 HUD Rent and Income Charts

On April 24, 2019 HUD released the estimated median family incomes (MFIs) and income limits for Fiscal Year (FY) 2019. MFIs are used as the basis for income limits in several HUD programs, including the Public Housing, Section 8 Housing Choice and Project-Based Voucher, Section 202 housing for the elderly, and Section 811 housing for persons with disabilities programs, as well as in programs run by agencies such as the Department of the Treasury, the Department of Agriculture, and the Federal Housing Finance Agency.

FY 2019 MFI estimates are calculated for all metropolitan areas and nonmetropolitan counties in the U.S. and Puerto Rico using 2012–2016 5-year American Community Survey (ACS) and Puerto Rico Community Survey (PRCS) data, augmented by 2016 1-year ACS and PRCS data and brought forward to the midpoint of FY 2019 using a Consumer Price Index (CPI) forecast. For the non-Puerto Rico Insular Areas of the United States, 2010 Decennial Census data were used, augmented by national ACS income changes. The FY 2019 MFI data use the Section 8 program's Fair Market Rent area definitions for each metropolitan area, parts of some metropolitan areas, and each non-metropolitan county.

Income limits are calculated in relation to MFIs for each specified area with adjustments for family size and for areas with unusually high or low family income or housing-cost-to-income relationships.

We will be updating our rent and income charts for Rent Restricted properties on our website when the new HOME rents for 2019 have been posted. In the interim, they may be found at Novogradac at

<http://www.novoco.com/products/rentincome.php> or <https://www.hudexchange.info/manage-a-program/home-income-limits>.

V. New Asset Management Staff

Since August 2018, Asset Management has welcomed a number of new staff into its fold. August 2018 brought Wendy Bonsant, Financial Risk Manager and Anne LaChance, Asset Manager. With October 2018 we added Financial Officers Lynnette Ramsdell, Terry Taylor, Brandi Hoekstra and Janet Hall, Financial Analyst. The Financial Team was complete in November when Mitchell Eden, Financial Officer II joined our crew. In January 2019 Melissa Lizotte became a new Asset Manager and then Leah Brown completed the Asset Manager team in April. Asset Management is pleased to welcome these great additions to the Team!

VI. 2019 Maine Affordable Housing Conference – Request for Workshop Ideas

This fall, MaineHousing is excited to host the 2019 Maine Affordable Housing Conference at the Augusta Civic Center! We are looking to our partners for great workshop ideas. For those of you who have ever wondered why a topic you're passionate about has not been covered in a past conference, here's the perfect opportunity to share your ideas, help in the development of workshops, and be a more active participant!

Please see the attached flyer for more information.

Attachments:

- **ABLE Account Notice Housing-PIH Notice H-2019-06**
- **Guidelines on Addressing Pest Management in HUD-Insured and Assisted MultiFamily Housing**
- **HUD Notice What to Do When a Project Receives a Zero**
- **MaineHousing Search Flyer “Revised”**
- **Auditing Corner 2nd Quarter 2019**
- **Maine Affordable Housing Conference Flyer – Request for Workshop Ideas**

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.

Maine State Housing Authority (“MaineHousing”) does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, marital status, national origin, ancestry, physical or mental disability, age, familial status or receipt of public assistance in the admission or access to or treatment in its programs and activities. In employment, MaineHousing does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, ancestry, age, physical or mental disability or genetic information. MaineHousing will provide appropriate communication auxiliary aids and services upon sufficient notice. MaineHousing will also provide this document in alternative formats upon sufficient notice. MaineHousing has designated the following person responsible for coordinating compliance with applicable federal and state nondiscrimination requirements and addressing grievances:

*Louise Patenaude, Maine State Housing Authority, 353 Water Street, Augusta, Maine 04330-4633,
Telephone Number 1-800-452-4668 (voice in state only), (207) 626-4600 (voice) or Maine Relay 711.*



ABLE Account Notice Published

Today, May 6, 2019, the Office of Multifamily Housing Programs issued a joint Notice, [Notice H-2019-06](#), with the Office of Public and Indian Housing that provides guidance regarding the federally mandated exclusion of ABLE accounts from the calculation of income and assets under the Achieving a Better Life Experience Act of 2014 (ABLE Act). Amounts held in ABLE Act accounts are excluded from asset calculations, and any distributions from ABLE accounts are excluded from income calculations.

[Notice H-2019-06](#) provides HUD-assisted housing programs with clear guidance on the treatment of:

- Distributions from ABLE accounts
- Contributions made by the designated beneficiary
- Contributions made by others into the ABLE account
- Rollovers from existing ABLE accounts; and
- Requirements for verifying ABLE accounts

Click [here](#) to view the Notice in full. Please direct any questions to [Annecia Durr](#).

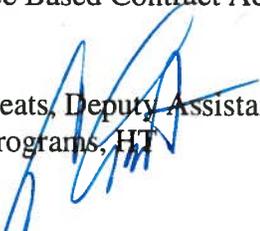


U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON D.C. 20410-8000

APR 18 2019

OFFICE OF HOUSING

MEMORANDUM FOR: Multifamily Regional Center Directors
Multifamily Satellite Office Coordinators
Multifamily Asset Management Division Directors
Performance Based Contract Administrators

FROM: C. Lamar Seats, Deputy Assistant Secretary for Multifamily
Housing Programs, HT 

SUBJECT: Clarification to Housing Notice H 2012-5 Guidelines on
Addressing Infestations in HUD-Insured and Assisted Multifamily
Housing

Housing Notice 2012-5 was issued to provide guidance on prevention and response to pest infestations, particularly bed bugs, to United States Department of Housing and Urban Development (HUD) Office of Multifamily Housing Programs staff, owners, management agents, and residents of HUD-assisted multifamily properties. Since the issuance of the Notice, there have been advances in the treatment of pests and an increased understanding of the importance of a property-wide integrated pest management (IPM) strategy. The Department is in the process of drafting an update to Housing Notice 2012-5 to reflect current industry standards. In addition, many properties are adding Bed Bug Lease Addenda to the HUD Model Lease, that may contain provisions conflicting with the Model Lease or current guidance. The purpose of this Memorandum is to provide clarifications to HUD's current guidance regarding pest management, pending the release of updated guidance.

For properties subject to the HUD Model Lease for Subsidized Programs (Family Model Lease – Form HUD-90105-A, HUD 90105-B, HUD 90105-C and HUD 90105-D), HUD must approve any additions, including Addenda, or changes, to the Model Lease. In reviewing requested changes to the HUD Model Lease, HUD staff should consider the following before granting approval:

1. The Model Lease requires the landlord to provide extermination services, as necessary; the tenant to keep the unit clean; and allows for the resident to be charged for damages caused by carelessness, misuse or neglect on the part of the resident.
2. H 2012-5 advises that rental assistance, owner advances, and reserve for replacement funds may be used to control infestations.
3. Properties should have an Integrated Pest Management (IPM) plan, including resident education regarding housekeeping, cleanliness, acceptable furniture, unit inspection, and

identification of bed bugs; owners and management agents may request technical assistance in reviewing and updating such plans;

4. A regular, proactive inspection program by management is a crucial component of IPM.

Addenda that duplicate or contradict the above provisions should be denied. For example, certain language may shift the cost of extermination to the resident. Unless the owner can demonstrate that the infestation was caused by carelessness or neglect on the part of a resident(s), shifting cost of extermination to the resident is not acceptable. Additionally, some provisions put the burden of inspection on residents; therefore, management should have an educational and informational program to help residents identify and understand the importance of prevention and reporting. When bedbugs are present, management must conduct regular inspections and exterminate. It is not necessary for HUD staff to approve House Rules before adopted, but they shall not conflict with the Model Lease, other HUD requirements, or State and local law. If HUD staff become aware of conflicts, local office staff shall notify property management immediately and require an amendment of the House Rules.

Additional questionable lease or House Rules include the following:

- Provisions that transfer the cost of monitoring, prevention and treatment to residents without cause or require the purchase of equipment, such as mattress covers or vacuum cleaners, by subsidized residents should be denied;
- Temporary relocation of a resident household for treatment is, generally, not required and, if necessary, should be a property cost.

In summary, any leases that come to the attention of a local office which have been amended, or had addenda added that shift the burden for inspection, reporting, and cost of extermination to residents should be rescinded. This may require the local office to rescind approval of previously approved addenda. Amended leases or addenda must be reviewed in compliance with this Memorandum and referred to the Office of Asset Management and Property Oversight (OAMPO), Field Asset Management Division for questions. The OAMPO Field Asset Management Division may be contacted to provide referrals to a technical assistance provider for owners or management agents interested in receiving technical assistance on this topic.

The guidelines in this Memorandum are effective immediately. Please contact Sarah Richey at (202) 402-2602 or Sarah.S.Richey@hud.gov if you have any questions or concerns.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-8000

OFFICE OF HOUSING

MAY 01 2019

MEMORANDUM FOR: Multifamily Regional Directors
Multifamily Satellite Office Directors
Multifamily Owners and Management Agents

FROM: C. Lamar Seats, Deputy Assistant Secretary, Office of Multifamily
Housing Programs, HT

SUBJECT: What to Do When a Project Receives a Zero as a Result of an Owner Refusing to Allow HUD to Inspect

This memorandum provides guidance on what steps a field office must take when a project receives a score of zero because an Owner and/or Management Agent defaulted on its contractual obligation to allow HUD to perform a physical inspection based on the new 14-day notification period. Notice PIH-2019-02(HA) H-2019-04, captioned, "Standardization of REAC Inspection Notification Timelines," was published on February 22, 2019, and it took effect on March 25, 2019. Notice PIH-2019-02(HA) H-2019-04, applies to all projects listed at 24 CFR, part 200, subpart P, §200.853, except for those with FHA insurance listed under §200.853(b). One important exception is that projects insured under 542(b) are subject to the Notice if they have a Section 8 Housing Assistance Payments (HAP) contract.

The Notice states that the following conditions will apply:

- If a POA declines to accept an inspection at the time of initial notification, a presumptive score of "0" (zero) will be recorded but held in abeyance pending the outcome of a second attempt to schedule the inspection.
- If a POA cancels or refuses entry for an inspection scheduled during the initial notification, a presumptive score of "0" (zero) will be recorded but held in abeyance pending the outcome of a second attempt to schedule the inspection.
- If the second attempt results in a successfully completed inspection within seven calendar days of the initial scheduled date, the resulting inspection score shall be recorded.
- If the second attempt does not result in a successfully completed inspection within seven calendar days of the initial scheduled date due to the fault of the POA, the resulting score shall be recorded as "0" (zero) and the POA may be subject to any and all penalties and remedies established through statute, regulation, sub-regulatory policy, grant agreement, or contract.

Among several clarifications and limitations to the above, the Notice also provides that:

- Requests to extend or reschedule an inspection outside of the notification window, such as for any circumstances which may significantly impact the execution of an inspection

or inspection results (e.g., major renovations, significant rehabilitation, fire, etc.), must be submitted by the POA and approved by HUD prior to the proposed date of inspection.

The Office of Multifamily Housing Programs published guidance on when and under what circumstances the Asset Management Director may approve a delay in an inspection in a memorandum dated March 21, 2019 (see attachment). HUD is working to make updates to iREMS so that it can be populated with this special type of "0" on the Physical Inspection List. Until then, Headquarters will notify the Account Executive and the Regional Physical Inspection Coordinator by email of cases when a project receives a zero for not allowing an inspection. When the Account Executive (AE) or Resolution Specialist (RS) receives such an email he or she should:

- Place a Tier 2 Flag on all controlling participants in HUD's Active Partners Participation System (APPS) under Miscellaneous Violation of Business Agreements.
- Issue the attached Notice of Default (NOD) of Contractual Obligation within 15 days of receiving the email notification.
- Ask the Regional Inspection Coordinator to request a new inspection on a date soon after the expiration of the 60-day cure period referenced in the NOD. The Physical Inspection Coordinator will make the request by placing the project on the Re-inspection Request List on SharePoint. The Physical Inspection Coordinator should make a note in the comment section that the project received a score of zero because the owner did not meet its contractual obligation to allow HUD to inspect within the 14-day notification period.
- The AE or RS must also update the Physical Inspection/EH&S Event Tracking Screen to note the date the NOD was issued to the owner and the date the new inspection was ordered. The date the new inspection is ordered should be the date the AE/RS asks the Physical Inspection Coordinator to make the request on SharePoint.
- Notice H-2018-08, captioned, "Servicing projects that Do Not Meet HUD's Physical Condition Standards and Inspection Requirements (PCS&IR) or Fail to Certify That Exigent Health and Safety (EH&S) Deficiencies Have Been Resolved as Required," provides guidance on what the AE or RS must do after a new inspection is conducted and released.

If you have any questions, please contact Brandt Witte at (202) 402-2614 or at Brandt.T.Witte@hud.gov.

**ATTACHMENT A
SAMPLE NOTICE OF DEFAULT OF PROJECT-BASED
SECTION 8 HOUSING ASSISTANCE
PAYMENTS CONTRACT**

[HUD office letterhead with address]

[Date]

CERTIFIED MAIL - RETURN RECEIPT REQUESTED

[Owner's representative name/title]

[Owner's name]

[Owner's address]

SUBJECT: Notice of Default of Project-Based Section 8 Housing Assistance Payments Contract
Project Name: [Project Name]
Project Location: [Project City/Town]
HAP Contract Number: [HAP #]
iREMS Number: [iREMS #]

Dear [Owner's representative name]:

This letter constitutes formal notice ("Notice") by the Secretary of the United States Department of Housing & Urban Development ("HUD") that [Owner name], ("Owner"), owner of [Project Name] ("Project"), is in default of the above-referenced project-based housing assistance payments ("HAP") Contract, as authorized under section 8 of the United States Housing Act of 1937 ("Act"). 42 U.S.C. § 1437f. The owner has defaulted on its obligation to make the property [provide name] available for inspection to determine if the property is decent, safe and sanitary. [We are providing two examples of HAP contract inspection requirements. However, you must check the specific contract, including the original contract, if you are dealing with renewals.] Paragraph 1.7b(2) of the HAP contract provides, the Government shall inspect or cause to be inspected each Contract Unit and related facilities at least annually and at such other times as may be necessary to assure that the Owner is meeting his obligation to maintain the units in Decent, Safe, and Sanitary condition and to provide the agreed upon utilities and other services. The Government shall take into account complaints by occupants and any other information coming to its attention in scheduling inspections and shall notify the Owner of its determination. [Second example], section 2.6(b)(2) of the HAP contract which provides that, the CA shall inspect or cause to be inspected the Contract Units and related facilities at least annually, or as otherwise directed by HUD, and at such other times (including prior to initial occupancy and re-renting of any unit) as may be necessary to ensure that the Owner is meeting its obligation to maintain the units in decent, safe, and sanitary condition including the provision of the agreed-upon utilities and other services. The CA shall take into account complaints by occupants and any other information coming to its attention in scheduling inspections and shall notify the Owner and the Family of its determination.

On [provide date] the owner was notified that the Real Estate Assessment Center ("REAC"), intended to schedule the property for inspection on [cite date]. On [cite date] ownership refused the inspection. Accordingly, HUD is concerned that ownership has defaulted on its obligation to maintain the property in decent, safe and sanitary condition. The Act requires

that housing assistance payments be made only for contract units occupied by eligible families leasing decent, safe, and sanitary units. 42 U.S.C. § 1437f(c)(4). Pursuant to section [2.5(a)- verify paragraph #] of the HAP Contract, the Owner agrees to maintain and operate the contract units, any unassisted units, and any related facilities (including the provision of any services, maintenance and utilities set forth in the HAP Contract) to provide decent, safe, and sanitary housing. HUD's Physical Condition Standards and Inspection Requirements, which apply to projects subject to a project-based Section 8 HAP Contract, are codified at 24 C.F.R. part 5 subpart G. 24 C.F.R. §§ 5.701(a) and 200.853(a)(1). As a result of the refused inspection, HUD is putting ownership on notice that it may be in default of its obligation to maintain the property in decent, safe and sanitary condition. On this assumption, HUD is providing a notice of default and providing a corrective opportunity.

The Owner shall take the following corrective actions within sixty (60) days of the Owner's receipt of this Notice, unless another timeframe is specified:

1. Provide a copy of this Notice to each of the Project's residents and certify to HUD that it has done so.
2. Conduct a survey of the entire Project, identifying all physical deficiencies.
3. Conduct an inspection to determine any exigent health and safety violations. Within 24 hours provide HUD with this inspection and within three business days provide HUD with a certification that these repairs have been completed. Provide HUD with photographic and payment documentation.
4. Correct all physical deficiencies identified at the Project from the Owner's survey.
5. Execute the enclosed certification that all deficiencies identified at the Project have been corrected and the Project meets HUD's Physical Condition Standards and Inspection Requirements and applicable state and local codes.
6. Submit the completed survey and certification to HUD's Account Executive at the following address:

U.S. Department of Housing and Urban Development
Attention: [Account Executive name], Account Executive
[HUD office address]

7. During the corrective period, please provide HUD with monthly operating statements.
8. Immediately cease and desist all distributions until and unless HUD has determined that the property is in decent, safe and sanitary condition.

HUD will re-inspect the Project to ascertain compliance with the terms of the HAP Contract and with HUD's Physical Condition Standards and Inspection Requirements. If the Owner fails to take the corrective action required herein, the assistance provided under the HAP Contract may be reduced, suspended, or abated, or the HAP Contract may be terminated. Further, HUD may pursue any other remedies provided under the HAP Contract or as otherwise provided by law, including debarment, limited denial of participation and challenges to fraudulent certifications.

Project records reveal that one or more of the Project's buildings was constructed prior to 1978. So that HUD may ensure that the Project is complying with Federal requirements, please follow the directions provided in the enclosed Lead-Based Paint (LBP) Compliance Documentation Instructions. Please submit the requested information and documentation directly

to HUD's Office of Lead Hazard Control and Healthy Homes (OLHCHH) at the following mailing address or email address within thirty (30) days of your receipt of this letter:

U.S. Department of Housing and Urban Development
Office of Lead Hazard Control and Healthy Homes
ATTN: Director, Programs and Regulatory Support Division
451 7th Street, S.W., Room 8236
Washington, DC 20410-3000
LeadRegulations@hud.gov

After HUD's review of the provided information, you may be contacted by OLHCHH for further documents or information regarding the Project's LBP compliance. Information regarding HUD's LBP rules may be found on HUD's web site at www.hud.gov/healthyhomes. If you have any questions regarding this LBP compliance request, please contact the Programs and Regulatory Support Division at 202-402-7698. Persons with speech or hearing impairments may access this phone number via TTY by calling the Federal Relay Service at (800) 877-8339.]

Based on the failure to permit the inspection, HUD will "flag" the Owner and any other individuals or business entities responsible for the operation of the Project in HUD's Active Partners Performance System (APPS). This flag may adversely affect eligibility for participation in HUD programs under HUD's Previous Participation Certification procedure by constituting a standard for disapproval.

As noted above, your certification that units are decent, safe, and sanitary is a material certification on which HUD relies in making such payments under the HAP Contract. During the corrective action period prescribed in this Notice, you are authorized to make monthly certifications that covered units are decent, safe, and sanitary (which HUD requires for purposes of processing housing assistance payments), provided that you correct the failure to provide decent, safe, and sanitary housing to HUD's satisfaction within the 60-day period. However, thereafter you must ensure that your certification is true and completely accurate. If you wish to request an extension of time, the request must be reviewed by HUD and must contain the following:

- The Owner's completed survey;
- The status of each deficiency from the Owner's survey and the REAC inspection report and, if corrected, the date of correction;
- A plan to repair/correct each of the deficiencies yet to be corrected, including a timeline for each to be corrected; and
- The cost of correcting the deficiencies and source(s) of funding.

However, HUD reserves the right to reject any such request and advises that requests should be for short duration. If the Owner fails to take the necessary corrective action required herein, and the project fails a follow-up inspection at the expiration of the extension period, the assistance provided under the HAP Contract may be reduced, suspended, or abated, or the HAP Contract may be terminated. HUD will also consider the imposition of any civil money penalties that may be required for the correction of the property's physical conditions and may pursue any other remedies provided under the HAP Contract or as otherwise provided by law.

If there are any questions concerning this Notice, please contact [Account Executive name], Account Executive, at [Account Executive telephone number].

Sincerely,

[Name of signatory]
[Title of signatory]

Enclosures:

PROJECT OWNER'S CERTIFICATION THAT THE PHYSICAL CONDITION OF THE PROJECT IS IN COMPLIANCE WITH HUD CONTRACTS AND THE PHYSICAL CONDITION STANDARDS OF 24 C.F.R. § 5.703

[Name of project owner:] _____ (the "project owner"), the owner of [project name:] _____, [City:] _____, [State:] _____, Project No. _____ (the "project"), by and through its duly authorized representative identified below, hereby certifies that:

1. All physical deficiencies of the project identified in the HUD inspection(s) of the project performed on _____ and the attached project owner's survey of the project performed on _____ have been corrected, and the project is in compliance with the physical condition requirements of all HUD contracts pertaining to the project and the physical condition standards of 24 C.F.R. § 5.703. The term "project" includes all units, common areas, building(s), grounds, and systems.
2. To the best of the project owner's knowledge, the project is in compliance with all state and local codes.
3. All project based-section 8 tenants residing at Project have received HUD's "Notice of Default of HAP Contract" and/or HUD's "Notice of Violation of Regulatory Agreement" dated _____.
4. This certification is made by the project owner and is signed by a duly authorized representative of the project owner, who is so authorized by reason of his/her position as the [State fully relationship between signer of certification and project owner:] _____.

All of the foregoing statements, as well as the date, signature and identifying information of the project owner and the signer that follows, are HEREBY CERTIFIED as true and accurate this ____ day of _____, 20____.

Project Owner:
BY: Signature:
Print Name:

Title:

WARNING: Federal statutes and regulations, including but not limited to 18 U.S.C. §§ 287, 1001, 1010 and 1012; 31 U.S.C. §§ 3729 and 3802; and 24 C.F.R Parts 24, 28 and 30, provide for criminal, civil or administrative penalties, sanctions or other regulatory actions with respect to

false, fictitious, or fraudulent statements or claims presented in a matter within the jurisdiction of the U.S. Department of Housing and Urban Development.



find
**YOUR
NEW HOME**
📍



ONLINE LISTINGS

Easily accessible and mobile ready, our online rental lists were searched over 70,000 times 1st year.



DETAILED RENTAL LISTINGS

Detail rich rental listings that include map links, pictures and information about nearby amenities like parks, schools and hospitals.



EASY USE PORTAL

Easy to use portal that is fully accessible for both renters and landlords. Don't want to use the portal? No problem. A toll free, bilingual call center is available to help search, post and answer questions.

List your rental properties today!

With MaineHousingSearch.org you can:

- Add & update listings from the internet or via toll-free phone call.
- Easily managed and detailed online inventory of your units.
- Ability to list income level specific, and waitlisted units.
- Toll-free, bilingual call center available to help answer any questions.

Register your properties today!

Use this link:

<https://www.socialserve.com/dbh/Registration.html?ch=ME>
or call toll free at (877) 428-8844.



TAX CREDIT TIPS

Rent Increases Applied Under The Housing Choice Voucher Program

Reminder for Owner/Managers (O/Ms) with units occupied by individuals and families with Housing Choice Vouchers (HCVs).

Unlike most Section 8 Multifamily housing that is eligible to receive an automatic rent increase through the annual OCAF adjustment, the Public and Indian Housing division of HUD, administering the HCV program, does not contact O/Ms when the payment standard increases and does not automatically adjust the subsidy portion of a voucher holder's rent. The O/M must contact the Public Housing Authority that is the issuer of the HCV and request a rent adjustment.

Because the local Public Housing Authority processes much of the annual paperwork for the HCV tenants, it may be easy for the O/M to overlook the fact that no rent increase accompanied the recertification, particularly if the tenant has remained in place for a number of years. MaineHousing suggests that O/Ms review their rent rolls periodically to make sure that eligible rent increases are not overlooked. Since rents will not be increased retroactively, and some Public Housing Authorities will only adjust the payment standard on the resident's anniversary date, the responsibility falls to the O/M to have a system in place to ensure that the Project is receiving all of the rental income to which it is eligible for.

MaineHousing Preferences in Tax Credit Units

Some Owner/Managers may receive a Survey Monkey for their LIHTC properties that have pledged to have preferences or set-aside units for targeted applicants such as Homeless and Disabled individuals and families. MaineHousing is in the process of determining how these preference units are being utilized and if there are ways MaineHousing can provide additional assistance to property managers in filling these units with preferenced tenants. If you do receive a Survey Monkey we ask that you complete the form. Your feedback is important and this information will be used in future planning of the Qualified Allocation Plan for allocation of the low Income Housing Tax Credit.

Affirmative Fair Housing Marketing Plan

All properties subsidized with MaineHousing financing are required to comply with State and Federal Fair Housing requirements and be affirmatively marketed to all individuals. MaineHousing has developed standardized Affirmative Housing Marketing Plan criteria that can be used for all LIHTC/RLP/HOME properties. This guidance can be found at [Marketing Plan and Resident Selection Guidance](#).



**2019 MAINE
AFFORDABLE HOUSING
CONFERENCE**

Augusta Civic Center
Augusta, ME
OCTOBER 1ST, 2019

Shaping Our Housing Future

Request For Workshops

This fall, we are excited to host the 2019 Maine Affordable Housing Conference at the Augusta Civic Center! We are looking to our partners for great workshop ideas. For those of you who have ever wondered why a topic you're passionate about has not been covered in a past conference, here's the perfect opportunity to share your ideas, help in the development of workshops, and be a more active participant!

We are looking for workshops to cover the following topic areas:

- Achieving Economic Mobility
- Aging Populations
- Overcoming Community Challenges
- Paths to Homeownership
- Innovative Housing Solutions

All ideas submitted will be considered to see if they are a good fit with the conference theme, Shaping Our Housing Future, and are deliverable using available resources. Submit ideas by June 15 to allow time for us to jointly develop the workshops.

Don't have time to participate but have a great idea for a workshop? Great! We will gladly take a look at all ideas, so don't be shy! Just submit your idea using the link below, omitting the proposed moderator and panelists section.

[SUBMIT WORKSHOP](#)

Submissions Deadline: Saturday, June 16th

KEYNOTE SPEAKERS

Jessica Bruder

Jessica Bruder is a journalist who writes about subcultures and social issues. For her book *Nomadland*, she spent months living in a camper van, documenting itinerant Americans who gave up traditional housing and hit the road full time, enabling them to travel from job to job and carve out a place for themselves in a precarious economy. The project spanned three years and more than 15,000 miles of driving — from coast to coast and from Mexico to the Canadian border.



Maine Cabin Masters

Working with family and a trusted team of craftsman and local artists, The Maine Cabin Masters renovate classic Maine vacation properties in our unique style. From century-old cottages buried deep in the woods to lakeside retreats on pristine shores, these classic homes receive the revivals they've needed for decades.



SPONSORS & EXHIBITORS

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Questions?

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