



TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

www.tdhca.texas.gov

Greg Abbott
GOVERNOR

BOARD MEMBERS
Leo Vasquez, *Chair*
Kenny Marchant, *Vice Chair*
Cindy Conroy, *Member*
Anna Maria Fariás, *Member*
Holland Harper, *Member*
Ajay Thomas, *Member*

January 7, 2025

Writer's direct phone # (512) 475 -3907
Email: christina.thompson@tdhca.texas.gov

Nick Gonzales
LICGF Metro Owner, LLC
Houston, TX
ng@civicap.com

RE: Metro Midtown

Dear Mr. Gonzales:

The Texas Department of Housing and Community Affairs (Department) received documentation on October 28, 2024, addressing the noncompliance identified during the review of the Audit Report submitted by Novogradac & Company LLP on August 5, 2028. Corrective action was due on November 16, 2024.

The documentation submitted was sufficient to correct the noncompliance related to **Failure to comply with the Public Facility Corporation Regulatory Agreement** affecting five (5) of the 60% units reserved for rental to Housing Choice Voucher (HCV) holders, **Gross rent exceeds the highest rent allowed under the Regulatory Agreement** affecting unit 16109, **Failure to comply with the Public Facility Corporation Regulatory Agreement** affecting unit 9205, 13108, and 7206. Please see attached Finding Report for details.

The noncompliance related to **Failure to comply with the Public Facility Corporation Regulatory Agreement** affecting unit 6205, and **Failure to comply with the Public Facility Corporation Regulatory Agreement** affecting unit 16202 has been dropped.

The documents submitted do not correct the following findings:

- **Failure to comply with the Public Facility Corporation Regulatory Agreement** affecting at least one (1) 1-bedroom unit income restricted at 60% AMI: The Development failed to provide documentation confirming one (1) additional 1-bedroom unit is income restricted at 60% AMI, falling short of the twenty-four (24) minimum unit requirement stated in the Development's Regulatory Agreement. The Development did not submit completed eligibility packages for any newly certified households. This finding remains uncorrected.



- **Failure to comply with the Public Facility Corporation Regulatory Agreement** affecting at least twenty-three (23) 1-bedroom units income restricted at 80% AMI: The Development failed to provide documentation confirming twenty-three (23) additional 1-bedroom units are income restricted at 80% AMI, falling short of the ninety-seven (97) minimum unit requirement stated in the Development's Regulatory Agreement. The Development did not provide completed household eligibility packages for any new certified households. This finding remains uncorrected.
- **Failure to comply with the Public Facility Corporation Regulatory Agreement** affecting at least thirty-three (33) 2-bedroom units, income restricted at 80% AMI: The Development failed to provide documentation confirming thirty-three (33) additional 2-bedroom units are income restricted at 80% AMI, falling short of the sixty-six (66) minimum unit requirement stated in the Development's Regulatory Agreement. The Development did not provide completed household eligibility packages for any new certified households. This finding remains uncorrected.
- **Gross rent exceeds the highest rent allowed under the Regulatory Agreement.** affecting unit 7206: The previous tenant's rent amount was \$1,199, which exceeded the 60% AMI rent limit of \$1,081 for a 1-bedroom unit. The Development was advised to calculate the rent overage from the time of move-in and provide the household a refund or credit the household the overpaid rent. The Development failed to provide documentation to demonstrate compliance with the required corrective action. This finding remains uncorrected.
- **Gross rent exceeds the highest rent allowed under the Regulatory Agreement** affecting unit 7304: The previous tenant's rent amount was \$1,499, which exceeded the 80% AMI rent limit of \$1,492 for a 1-bedroom unit. The Development was advised to calculate the rent overage from the time of move-in and provide the household a refund or credit the household the overpaid rent. The tenant's income appears to exceed the income limit for the unit. The Development advised unit 7304 was converted to a market-rate unit, however per the rent roll provided by the Development, this unit is still counted as a program unit. This finding remains uncorrected.
- **Gross rent exceeds the highest rent allowed under the Regulatory Agreement** affecting unit 12207: The tenant's rent amount was \$1,199, which exceeded the 60% AMI rent limit of \$1,119 for a 1-bedroom unit. The Development was advised to calculate the rent overage from the time of move-in and provide the household a refund or credit the household the overpaid rent. The tenant's income appears to exceed the income limit for the unit. The Development advised it converted the unit to a market-rate unit, however per the rent roll provided by The Development, this unit is still counted as a program unit. This finding remains uncorrected.
- **Gross rent exceeds the highest rent allowed under the Regulatory Agreement** affecting unit 16206: The tenant's rent amount was \$1,480, which exceeded the 80% AMI rent limit of \$1,442 for a 1-bedroom unit. The Development was advised to calculate the rent overage from the time of move-in and provide the household a refund or credit the household the overpaid rent. The tenant's income appears to exceed the income limit for the unit. The Development advised it converted the unit to a market-rate unit, however per the rent roll provided by The Development, this unit is still counted as a program unit. This finding remains uncorrected.
- **Failure to comply with the Public Facility Corporation Regulatory Agreement** affecting unit 16206: The Development's Regulatory Agreement requires an annual income certification be completed by the household's anniversary date. An income recertification for unit 16206 has not been submitted. The Development was advised to complete the annual income certification and submit to the Department for review. The Development advised unit 16206 is converted to

a market-rate unit, however per the rent roll provided by The Development, unit 16206 is still counted as a program unit. This finding remains uncorrected.

- **Failure to comply with the Public Facility Corporation Regulatory Agreement** affecting units 2104, 3105, 3202, 4105, 6303, 7301, 7304, 8104, 9105, 9202, 9205, 10304, 12207, 12210, 13108, 13208, 16205, 16206, and 16209: The Development's Regulatory Agreement identified acceptable documentation to determine income eligibility. Development was directed to submit for Department review the income from initial occupancy and an updated Income Certification. Development advised the affected units were converted to market-rate units; however, per the rent roll provided by the Development, the affected units are still being counted as program units. This finding remains uncorrected.
- **Failure to comply with the Public Facility Corporation Regulatory Agreement** affecting units 3207, 4106, 4306, 5104, 6111, 6209, 9206, 9305, 10104, 10208, 12204, 12205, 14107, 14201, 14311, 16101, and 16109: The Development was directed to submit for Department review the income from initial occupancy and an updated Income Certification. The Development did not submit a completed Income Certification for the affected units. The Department acknowledges that the submitted corrective action stated that Development Staff is waiting for the households of the affected units to sign the Income Certification form. The execution of the Income Certification was required to be completed during the Corrective Action Period and has resulted in the findings for the affected units to remain uncorrected.
- **Failure to comply with the Public Facility Corporation Regulatory Agreement** affecting units 7206, 10103, 11104 and 12307: Development was instructed to provide the Department with the application, income/asset verification, executed Income Certification, and lease contract if affected units were leased to new qualified households. The affected units are all occupied with new households. Failure to provide the requested documents has resulted in the corrective action remaining uncorrected.

Please note, in accordance with the Department's PFC rule and the Texas Local Government Code Chapter 303, the Department will not accept or review any additional corrective action documentation resulting from this audit submission.

The next Audit report is due June 1, 2025 for reporting year ending December 31, 2024.

If you have any questions, please contact Christina Thompson toll free in Texas at (800) 643-8204, directly at (512) 475-3907, or email: christina.thompson@tdhca.texas.gov.

Sincerely,



Christina Thompson
PFC Compliance Monitor

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

DETAIL FINDINGS AND CORRECTIVE ACTION
PFC PROGRAM

PFC User: LICGF Metro Owner, LLC
Property Name: Metro Midtown
Address: 2350 Bagby Street Houston, TX 77006

Audit Report Date: 7/11/2024
Program: PFC

Corrective Action Due Date: 11/16/2024

Occupancy as of: 12/31/2023

Audit Report Review Date: 9/12/2024

PROGRAM: PFC

PROPERTY FINDINGS

Finding Noncompliance Date: Failure to comply with the Public Facility Corporation Regulatory Agreement 12/31/2023 Correction Date: Uncorrected

Reason: The Development's Regulatory Agreement requires at least twenty-four (24) 1-bedroom units, income restricted at 60%AMI. The Development currently only has twenty-three (23) 1-bedroom units restricted at 60%AMI.

Corrective Action: As units become available, lease units to households' with 60% AMI or less until the occupancy requirements of the Regulatory have been met. The owner may also survey existing market rate households and certify them if their income is at or below 60% AMI. Submit copies one (1) new move-ins etc. that have been certified at 60% AMI and a current rent roll showing at least twenty-four (24) units are restricted. Provide the Department copies of the following for the new certified households: application(s), verifications of income/assets, executed Income Certification and the lease contract.

Finding Noncompliance Date: Failure to comply with the Public Facility Corporation Regulatory Agreement 12/31/2023 Correction Date: Uncorrected

Reason: The Development's Regulatory Agreement requires at least ninety-seven (97) 1-bedroom units, income restricted at 80%AMI. The Development currently only has seventy-four (74) 1-bedroom units restricted at 80%AMI.

Corrective Action: As units become available, lease units to households' with 80% AMI or less until the occupancy requirements of the Regulatory have been met. The owner may also survey existing market rate households and certify them if their income is at or below 80% AMI. Submit copies twenty-three (23) new move-ins etc. that have been certified at 80% AMI and a current rent roll showing at least ninety-seven (97) units are restricted. Provide the Department copies of the following for the new certified households: application(s), verifications of income/assets, executed Income Certification and the lease contract.

Finding Failure to comply with the Public Facility Corporation Regulatory Agreement
Noncompliance Date 12/31/2023 Correction Date: Uncorrected
Reason The Development's Regulatory Agreement requires at least sixty-six (66) 2-bedroom units, income restricted at 80%AMI. The Development currently only has thirty-three (33) 2-bedroom units restricted at 80%AMI.

Corrective Action As units become available, lease units to households' with 80% AMI or less until the occupancy requirements of the Regulatory have been met. The owner may also survey existing market rate households and certify them if their income is at or below 80% AMI. Submit copies thirty-three (33) new move-ins etc. that have been certified at 80% AMI and a current rent roll showing at least amount sixty-six (66) units are restricted. Provide the Department copies of the following for the new certified households: application(s), verifications of income/assets, executed Income Certification and the lease contract.

Finding Failure to comply with the Public Facility Corporation Regulatory Agreement
Noncompliance Date 12/31/2023 Correction Date: 10/28/2024
Reason The Development's Regulatory Agreement requires at least five (5) of the 60% units be reserved for rental to Housing Choice Voucher (HCV) holders. The Development currently has no HCV holder

Corrective Action As units become available, lease to HCV holders until the requirements of the Regulatory Agreement have been met.

Unit # 7206

Finding Gross rent exceeds the highest rent allowed under the Regulatory Agreement.
Noncompliance Date 12/23/2022 Correction Date: Uncorrected
Reason Unit number 7206 is designated as 60%AMI. The household's rent of \$1,199 exceeds the 60%AMI rent limit of \$1,081 for a 1-bedroom unit.

Corrective Action To correct, reduce the household's rent to \$1,199 per month. Calculate the rent overage from the time of move-in, and either refund or credit the household the overpaid rent. Submit the follow documentation for review: the rent overage calculation, an amended lease contract reflecting the new rent amount, the household's rent ledger of the new rent amount reflected and the rent credit (if applicable) or a copy of the cancelled check (if a refund is issued).

Unit # 7304

Finding Gross rent exceeds the highest rent allowed under the Regulatory Agreement.
Noncompliance Date 10/28/2023 Correction Date: Uncorrected
Reason Unit number 7304 is designated as 80%AMI. The household's rent of \$1,499 exceeds the 80%AMI rent limit of \$1,492 for a 1-bedroom unit.

Corrective Action To correct, reduce the household's rent to \$1,492 per month. Calculate the rent overage from the time of move-in, and either refund or credit the household the overpaid rent. Submit the follow documentation for review: the rent overage calculation, an amended lease contract reflecting the new rent amount, the household's rent ledger of the new rent amount reflected and the rent credit (if applicable) or a copy of the cancelled check (if a refund is issued).

Unit # 12207

Finding Gross rent exceeds the highest rent allowed under the Regulatory Agreement.
Noncompliance Date 12/1/2023 Correction Date: Uncorrected
Reason Unit number 12207 is designated as 60%AMI. The household's rent of \$1,199 exceeds the 60%AMI rent limit of \$1,119 for a 1-bedroom unit.

Corrective Action To correct, reduce the household's rent to \$1,119 per month. Calculate the rent overage from the time of move-in, and either refund or credit the household the overpaid rent. Submit the follow documentation for review: the rent overage calculation, an amended lease contract reflecting the new rent amount, the household's rent ledger of the new rent amount reflected and the rent credit (if applicable) or a copy of the cancelled check (if a refund is issued).

Unit # 16109

Finding Gross rent exceeds the highest rent allowed under the Regulatory Agreement.

Noncompliance Date 11/3/2023

Correction Date: 9/26/2024

Reason Unit number 16109 is designated as 60%AMI. The household's rent of \$1,159 exceeds the 60%AMI rent limit of \$1,119 for a 1-bedroom unit.

Corrective Action To correct, reduce the household's rent to \$1,119 per month. Calculate the rent overage from the time of move-in, and either refund or credit the household the overpaid rent. Submit the follow documentation for review: the rent overage calculation, an amended lease contract reflecting the new rent amount, the household's rent ledger of the new rent amount reflected and the rent credit (if applicable) or a copy of the cancelled check (if a refund is issued).

Unit # 16206

Finding Gross rent exceeds the highest rent allowed under the Regulatory Agreement.

Noncompliance Date 7/13/2022

Correction Date: Uncorrected

Reason Unit number 16206 is designated as 80%AMI. The household's rent of \$1,480 exceeds the 80%AMI rent limit of \$1,442 for a 1-bedroom unit.

Corrective Action To correct, reduce the household's rent to \$1,442 per month. Calculate the rent overage from the time of move-in, and either refund or credit the household the overpaid rent. Submit the follow documentation for review: the rent overage calculation, an amended lease contract reflecting the new rent amount, the household's rent ledger of the new rent amount reflected and the rent credit (if applicable) or a copy of the cancelled check (if a refund is issued).

Unit # 9205

Finding Failure to comply with the Public Facility Corporation Regulatory Agreement.

Noncompliance Date 12/31/2023

Correction Date: 3/8/2024

Reason In accordance with the Regulatory Agreement, Section 3(c), annual Income Certification with verification of income must be obtained by the household's anniversary date (occupancy date of the unit) and no less than once in a 12-month period. Unit number 9205 moved in 12/30/2022, and a new Income Certification with verifications has not been completed as required.

Corrective Action To correct, complete annual Income Certification with verifications and submit to the Department for review. Submit the following documentation for review: application, verification of income/assets and an executed Income Certification form.

Unit # 7206

Finding Failure to comply with the Public Facility Corporation Regulatory Agreement.

Noncompliance Date 12/24/2023

Correction Date: 8/1/2024

Reason In accordance with the Regulatory Agreement, Section 3(c), annual Income Certification with verification of income must be obtained by the household's anniversary date (occupancy date of the unit) and no less than once in a 12-month period. Unit number 7206 moved in 12/23/2022, and a new Income Certification with verifications has not been completed as required.

Corrective Action To correct, complete annual Income Certification with verifications and submit to the Department for review. Submit the following documentation for review: application, verification of income/assets and an executed Income Certification form.

Unit # 13108

Finding
Noncompliance Date
Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.

12/31/2023

Correction Date: 4/26/2024

In accordance with the Regulatory Agreement, Section 3(c), annual Income Certification with verification of income must be obtained by the household's anniversary date (occupancy date of the unit) and no less than once in a 12-month period. Unit number 13108 moved in 12/30/2022, and a new Income Certification with verifications has not been completed as required.

Corrective Action

To correct, complete annual Income Certification with verifications and submit to the Department for review. Submit the following documentation for review: application, verification of income/assets and an executed Income Certification form.

Unit # 16206

Finding
Noncompliance Date
Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.

7/14/2023

Correction Date: Uncorrected

In accordance with the Regulatory Agreement, Section 3(c), annual Income Certification with verification of income must be obtained by the household's anniversary date (occupancy date of the unit) and no less than once in a 12-month period. Unit number 16206 moved in 7/13/2022, and a new Income Certification with verifications has not been completed as required.

Corrective Action

To correct, complete annual Income Certification with verifications and submit to the Department for review. Submit the following documentation for review: application, verification of income/assets and an executed Income Certification form.

Unit # 2104

Finding
Noncompliance Date
Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.

12/13/2023

Correction Date: Uncorrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 2104 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action

To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 3105

Finding
Noncompliance Date

Failure to comply with the Public Facility Corporation Regulatory Agreement.

10/26/2023

Correction Date: Uncorrected

Reason In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory

Department unable to establish eligibility. The tenant file for unit 3105 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 3202

Finding

Failure to comply with the Public Facility Corporation Regulatory Agreement.

Noncompliance Date

9/13/2023

Correction Date: Uncorrected

Reason

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 3202 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 3207

Finding

Failure to comply with the Public Facility Corporation Regulatory Agreement.

Noncompliance Date

12/21/2023

Correction Date: Uncorrected

Reason

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 3207 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 4105

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.

12/20/2023

Correction Date: Uncorrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 4105 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action

To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 4106

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.

10/13/2023

Correction Date: Uncorrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 4106 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action

To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 4306

<p>Finding Noncompliance Date Reason</p>	<p>Failure to comply with the Public Facility Corporation Regulatory Agreement. 10/28/2022 Correction Date: Uncorrected</p> <p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 4306 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>
<p>Corrective Action</p>	<p>To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.</p>
<p>Unit # 5104 Finding Noncompliance Date Reason</p>	<p>Failure to comply with the Public Facility Corporation Regulatory Agreement. 11/30/2023 Correction Date: Uncorrected</p> <p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 5104 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>
<p>Corrective Action</p>	<p>To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.</p>
<p>Unit # 6111 Finding Noncompliance Date Reason</p>	<p>Failure to comply with the Public Facility Corporation Regulatory Agreement. 11/26/2023 Correction Date: Uncorrected</p> <p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 6111 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>

Corrective Action	To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.	
Unit # 6209 Finding Noncompliance Date Reason	Failure to comply with the Public Facility Corporation Regulatory Agreement. 10/27/2023 In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory. Department unable to establish eligibility. The tenant file for unit 6209 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.	Correction Date: Uncorrected
Corrective Action	To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.	
Unit # 6303 Finding Noncompliance Date Reason	Failure to comply with the Public Facility Corporation Regulatory Agreement. 11/26/2023 In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory. Department unable to establish eligibility. The tenant file for unit 6303 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.	Correction Date: Uncorrected
Corrective Action	To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.	
Unit # 7206 Finding Noncompliance Date	Failure to comply with the Public Facility Corporation Regulatory Agreement. 12/23/2022	Correction Date: 8/1/2024

Reason In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 7206 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 7301

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.

12/13/2023

Correction Date: Uncorrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 7301 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 7304

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.

10/28/2023

Correction Date: Uncorrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 7304 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action	To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.	
Unit # 8104 Finding Noncompliance Date Reason	Failure to comply with the Public Facility Corporation Regulatory Agreement. 11/25/2023	Correction Date: Uncorrected
	In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.	
	Department unable to establish eligibility. The tenant file for unit 8104 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.	
Corrective Action	To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.	
Unit # 9105 Finding Noncompliance Date Reason	Failure to comply with the Public Facility Corporation Regulatory Agreement. 10/8/2023	Correction Date: Uncorrected
	In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.	
	Department unable to establish eligibility. The tenant file for unit 9105 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.	
Corrective Action	To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.	
Unit # 9202 Finding Noncompliance Date	Failure to comply with the Public Facility Corporation Regulatory Agreement. 12/17/2023	Correction Date: Uncorrected

Reason	<p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 9202 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>
Corrective Action	<p>To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.</p>
Unit # 9205	
Finding	Failure to comply with the Public Facility Corporation Regulatory Agreement.
Noncompliance Date	12/30/2022
Reason	<p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 9205 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>
Corrective Action	<p>To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.</p>
Unit # 9206	
Finding	Failure to comply with the Public Facility Corporation Regulatory Agreement.
Noncompliance Date	11/8/2023
Reason	<p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 9206 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>

Corrective Action	To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.	
Unit # 9305		
Finding	Failure to comply with the Public Facility Corporation Regulatory Agreement.	
Noncompliance Date	9/30/2023	Correction Date: Uncorrected
Reason	In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.	
	Department unable to establish eligibility. The tenant file for unit 9305 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.	
Corrective Action	To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.	
Unit # 10103		
Finding	Failure to comply with the Public Facility Corporation Regulatory Agreement.	
Noncompliance Date	12/20/20023	Correction Date: Uncorrected
Reason	In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.	
	Department unable to establish eligibility. The tenant file for unit 10103 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.	
Corrective Action	To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.	
Unit # 10104		
Finding	Failure to comply with the Public Facility Corporation Regulatory Agreement.	
Noncompliance Date	7/20/2023	Correction Date: Uncorrected

Reason	<p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 10104 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>
Corrective Action	<p>To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.</p>
Unit # 10208	
Finding	Failure to comply with the Public Facility Corporation Regulatory Agreement.
Noncompliance Date	10/4/2023
Reason	<p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 10208 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>
Corrective Action	<p>To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.</p>
Unit # 10304	
Finding	Failure to comply with the Public Facility Corporation Regulatory Agreement.
Noncompliance Date	11/3/2023
Reason	<p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 10304 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 11104

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.

8/1/2023

Correction Date: Uncorrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 11104 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 12204

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.

9/1/2023

Correction Date: Uncorrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 12204 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 12205

Finding

Noncompliance Date

Failure to comply with the Public Facility Corporation Regulatory Agreement.

10/31/2023

Correction Date: Uncorrected

Reason	<p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 12205 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>
Corrective Action	<p>To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.</p>
Unit # 12207 Finding Noncompliance Date Reason	<p>Failure to comply with the Public Facility Corporation Regulatory Agreement.</p> <p>12/1/2023 Correction Date: Uncorrected</p> <p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 12207 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>
Corrective Action	<p>To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.</p>
Unit # 12210 Finding Noncompliance Date Reason	<p>Failure to comply with the Public Facility Corporation Regulatory Agreement.</p> <p>9/13/2023 Correction Date: Uncorrected</p> <p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 12210 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 12307
Finding
Noncompliance Date
Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.
11/4/2023

Correction Date: Uncorrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 12307 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 13108
Finding
Noncompliance Date
Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.
12/30/2022

Correction Date: Uncorrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 13108 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 13208
Finding
Noncompliance Date

Failure to comply with the Public Facility Corporation Regulatory Agreement.
10/28/2023

Correction Date: Uncorrected

Reason In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 13208 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 14107

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.

11/21/2023

Correction Date: Uncorrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 14107 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 14201

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.

8/19/2023

Correction Date: Uncorrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 14201 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action	To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.	
Unit # 14311 Finding Noncompliance Date Reason	Failure to comply with the Public Facility Corporation Regulatory Agreement. 11/27/2023	Correction Date: Uncorrected
	In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.	
	Department unable to establish eligibility. The tenant file for unit 14311 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.	
Corrective Action	To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.	
Unit # 16101 Finding Noncompliance Date Reason	Failure to comply with the Public Facility Corporation Regulatory Agreement. 10/23/2023	Correction Date: Uncorrected
	In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.	
	Department unable to establish eligibility. The tenant file for unit 16101 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.	
Corrective Action	To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.	
Unit # 16109 Finding Noncompliance Date	Failure to comply with the Public Facility Corporation Regulatory Agreement. 11/3/2023	Correction Date: Uncorrected

Reason	<p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 16109 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>
Corrective Action	<p>To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.</p>
Unit # 16205 Finding Noncompliance Date Reason	<p>Failure to comply with the Public Facility Corporation Regulatory Agreement.</p> <p>12/14/2023 Correction Date: Uncorrected</p> <p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 16205 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>
Corrective Action	<p>To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.</p>
Unit # 16206 Finding Noncompliance Date Reason	<p>Failure to comply with the Public Facility Corporation Regulatory Agreement.</p> <p>7/13/2022 Correction Date: Uncorrected</p> <p>In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.</p> <p>Department unable to establish eligibility. The tenant file for unit 16206 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.</p>

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 16209

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement.

10/31/2023

Correction Date: Uncorrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) income tax returns for the most recent two tax years; (3) an income verification from the applicant's current employer; (4) an income verification from the Social Security Administration; or (5) if applicant is unemployed, does not have tax returns or is otherwise unable to provide other forms of verification as required, another form of independent verification as would be satisfactory.

Department unable to establish eligibility. The tenant file for unit 16209 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action

To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, and executed Income Certification. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.