

2018 OHFA Multifamily Programs Annual Reporting Requirements



Types of OHFA Funding *

Housing Tax Credit (HTC)*** Gap Financing** Required if - Multifamily Bond Only Capital Investment Program

Documentation Required

Tenant Data **** (Finalized Events in DevCo)	All Rental Activity for Year	Gap Qualified Tenants		
Tax Credit Annual Certification	if in First 15 years			
Gap Financing Annual Certification				
Extended Use Annual Certification	if in Extended Use			
Multifamily Bond - Annual Certified Occupancy Report (Bond Only)				
Capital Investment Program - Annual Certified Unit Repair Report				
Utility Allowances entered in DevCo				
Annual Operating Survey	awards from 2002-2015 only			



Shaded box indicates a required certification or document.

* **All applicable requirements must be completed when there are multiple OHFA Funding Programs. (e.g. a property with Housing Tax Credits (in 1st 15yrs) and HOME funds must fulfill both the Gap Financing & Housing Tax Credit requirements).** If any unit is qualified during the reporting period, the owner is required to submit the Tenant Data and Annual Certification. If a project is sold during the reporting period, the owner of record at the end of the reporting period is responsible for the submitting the Tenant Data and Annual Certification.

** Gap Financing includes HDAP, HOME, Ohio Housing Trust Fund (OHTF), NSP, TCAP, R-TCAP, TCE, and FAF.

*** For Extended Use all residents housed at the property in the reporting year must be included in Tenant Data.

**** Tenant Data (events) must be entered into DevCo. For more information on DevCo review the DevCo Compliance User Guide, <http://www.ohiohome.org/compliance/devcohelp.aspx>.