



Compliance Website Refresher

Frank Bobak Jr.

Ali Tomich

[WWW.PHFA.ORG](http://www.phfa.org)

The Pennsylvania Housing Finance Agency works to provide affordable homeownership and rental apartment options for senior adults, low- and moderate-income families, and people with special housing needs. Through its carefully managed mortgage programs and investments in multifamily housing developments, PHFA also promotes economic development across the Commonwealth.



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Welcome to PHFA Multifamily Housing.

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HUD has issued a Memorandum on changes in calculations for the 2013 HOME Rent Limits. According to the memo, HOME rent limits were calculated incorrectly in 2010, 2011, and 2012. The error affects only areas where Area Median Income and/or Fair Market Rents have decreased.

Per HUD guidance, HOME rents are no longer held harmless and may have decreased. Some rents may decrease incrementally for the next 3 years. The effective date for the rents is June 1, 2013 and they are applicable to new HOME leases and lease renewals after that date.

Read the HUD Memo for additional information: [2013 Rent Limits Memo](#)

Dear Tax Credit Manager:

As you know, having accurate rental-vacancy information is essential to serving the housing needs of Pennsylvanians. To that end, PHFA invested in the highly successful [PAHousingSearch.com](#), a FREE service providing current and accurate rental housing information statewide.

As a reminder, developments that received 2007 or later tax credit allocations are required to be listed on PAHousingSearch.com. This includes new and existing developments: [Please see reminder letter for details](#)

PHFA would like to take this opportunity to welcome Simply Computer Inc. to our list of participating management software vendors. If you use Simply Computer Inc. please contact Frank Bobak for details on downloading your LIHTC Tenant Income Certifications.

This page is best viewed with Internet Explorer 6.0 or above at 1024 x 768 screen resolution.

Pennsylvania Housing Finance Agency



- MENU**
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PHFA Multifamily Housing

MENU

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Please login to access MULTIFAMILY at PHFA.

Owner ID :

User Name :

Password :

Sign In

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Pennsylvania Housing Finance Agency





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Welcome to PHFA Multifamily Housing.

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[PENN Homes Supportive Services Procedures](#)

NEW:

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Tenant Income Certification

Please select a Housing Unit (Property, Building, Unit) to continue.

Beaver Village Apartments

TC -

Select	Beaver Village Apartments	699 5Th St	Beaver , PA 15009-1966	TC2002-421
Select	Bethlehem Ymca	430 E Broad St	Bethlehem , PA 18018-6340	TC2006-613
Select	Connolly Park	200 ConnollyPark	Beaver Falls , PA 15010-0000	TC2008-423
Select	Laurel Woods	3009 Azalea Way	Scranton , PA 18505-2921	TC2011-436

Bldg#: 1

Bldg#:

Select	Bldg#: 1	699 5Th St	Beaver , PA 15009-1966
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Housing Unit Selection

Unit#:

Select	Unit#: 101	BR(1)	600sqft	11-01-2015	Alternate Certification	Low Inc	1
Select	Unit#: 102	BR(2)	777sqft	12-01-2015	Alternate Certification	Low Inc	2
Select	Unit#: 103	BR(1)	600sqft	12-01-2015	Alternate Certification	Low Inc	3
Select	Unit#: 104	BR(1)	600sqft	10-31-2015	Move In	Low Inc	4

Selected Property/Building/Unit

Property Name : Beaver Village Apartments

TC# : TC2002-421 **BIN# :** PA02-00421 **Bldg# :** 1

Address : 699 5Th St Apt 101 **Unit Number :** 101 **# Bedrooms :** 1

Last Tenant Income Certification

Last Transaction : Alternate Certification **Effective Date :** 11-01-2015

Tenants

Todora Else Head of Household

Tenant Income Certification History

Display	Revise	11/01/2015	Alternate Certification
Display	Revise	11/01/2014	Alternate Certification
Display	Revise	11/22/2013	Move In
Display	Revise	10/21/2013	Vacancy
Display	Revise	09/01/2013	Alternate Certification
Display	Revise	09/07/2012	Move In

Create New Tenant Income Certification

Certification Type:  ▼

Effective Date: 

Unit Type: Low Income Market Rate

Certification types:

Move In

Safe Harbor

Alternate Certification

Annual Certification

Interim

Vacancy

Transfer / Different Building

Transfer / Same Building

TENANT INCOME CERTIFICATION

Certification Type: **Annual Recertification (Display)** Effective Date: 12/01/2005
Move-In Date: 12/29/2003
Entry Date: 07/05/2006

Part I - DEVELOPMENT DATA

Property Name : BEAVER VILLAGE APARTMENTS County : BEAVER

TC# : TC2002-421 BIN# : PA02-00421 Bldg# : 1

Address : 699 5th St Unit Number : 101 # Bedrooms : 1

Is the unit for Mobility Impaired or Hearing/Vision Impaired.

Mobility Impaired Hearing/Vision Impaired Both None

Does a member need the accessible features.

Yes No

Is this a Managers Unit ?

Yes No

TaxCredit

Limit Type to be used for compliance:

Part I - DEVELOPMENT DATA

Property Name : ALLEGHENY COMMONS EAST County : ALLEGHENY

TC# : TC2003-309 BIN# : PA03-01309 Bldg# : 1

Address : 255 E Ohio St Unit Number : E # Bedrooms : 3

Is the unit for Mobility Impaired or Hearing/Vision Impaired.

Mobility Impaired Hearing/Vision Impaired Both None

Does a member need the accessible features.

Yes No

Is this a Managers Unit ?

Yes No

Limit Type to be used for compliance:

Tax Credit with PennHOMES

Part II - HOUSEHOLD COMPOSITION

HH Mbr# 1	First Name: <input type="text" value="SHIRLEY"/>	Race: <input type="checkbox"/> American Indian / Alaskan Native	Ethnicity: <input type="checkbox"/> Hispanic or Latino	Date of Birth: <input type="text" value="5/22/1934"/>
	Middle Initial: <input type="text"/>	<input type="checkbox"/> Asian	Disabled: <input type="checkbox"/> Disabled	F/T Student: <input type="radio"/> Yes <input checked="" type="radio"/> No
	Last Name: <input type="text" value="DILEY"/>	<input type="checkbox"/> Black or African American	Gender: <input checked="" type="checkbox"/> Female	Social Security or Alien Reg. No.: <input type="text" value="XXX-XX-XXXX"/>
	Relation to Head of Household: <input type="text" value="Head of Household"/> ▼	<input type="checkbox"/> Native Hawaiian / Other Pacific Islander	<input type="checkbox"/> Male	
		<input checked="" type="checkbox"/> White		

Part III - GROSS ANNUAL INCOME (Rounded to nearest dollar, round up at \$.50)					
	HH Mbr#	Employment or Wages (A)	Social Security/Pensions (B)	Public Assistance (C)	Other Income (D)
Clear	1	35000	0	0	0
Totals:		35000	0	0	0
Total Income (E):					\$35,000.00
Add New Row		Recalculate			

Part IV - INCOME FROM ASSETS (Rounded to nearest dollar, round up at \$.50)					
	HH Mbr#	Type of Asset (F)	Current or Imputed (G)	Cash Value of Asset (H)	Annual Income from Asset (I)
Clear	1	Checking	Current ▾	500	0
Totals:				500	0
Total Cash Value of Assets (H) if over \$5,000			0 x	Passbook Rate (2.00%) = (J) Imputed Income	0
Enter the greater of the total of Column I, or J: Imputed Income				Total Income from Assets(K)	0
Add New Row		Recalculate			

(L) Total Annual Household Income from all Sources [Add (E) + (K)]:	\$35,000.00
--	--------------------

Part V - DETERMINATION OF INCOME ELIGIBILITY

<p>TOTAL ANNUAL HOUSEHOLD INCOME FROM ALL SOURCES: From Item (L) on Page 1</p>	<p>\$35,000.00</p>	<p>Household Meets Income Restriction at:</p> <p> <input type="checkbox"/> 60% <input type="checkbox"/> 50% <input type="checkbox"/> 40% <input type="checkbox"/> 30% <input type="checkbox"/> 20% <input checked="" type="checkbox"/> 81% </p>	<p>RECERTIFICATION ONLY:</p> <p>Current Income Limit x 140% \$32,760.00</p> <p>Household Income exceeds 140% at recertification:</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Current Income Limit per Family Size:(60%)</p>	<p>\$23,400.00</p>		
<p>Household Income at Move-in:</p>	<p>\$35,000.00</p>	<p>Household Size at Move-in:1</p>	

Part VI - RENT (Rounded to nearest dollar, round up at \$.50)

	<p>Rent Assist. Type: Project Based Section 8 ▼</p>
<p>Tenant Paid Rent 500</p>	<p>Rent Assistance: 300</p>
<p>Utility Allowance 55</p>	<p>Other non-optional charges: 25</p>
<p>GROSS RENT FOR UNIT:(Tenant paid rent plus Utility allowance & Other non-optional charges)</p>	<p>\$580.00</p>
	<p>Unit Meets Rent Restriction at:</p> <p> <input type="checkbox"/> 60% <input checked="" type="checkbox"/> 50% <input type="checkbox"/> 40% <input type="checkbox"/> 30% <input type="checkbox"/> 20% <input type="checkbox"/> % </p>
<p>Maximum Rent Limit for this unit:</p>	<p>\$751.00</p>
<p>Recalculate</p>	

BLDG ID COUNTY	% OF MEDIAN	MEDIAN INC EFF. DATE	HOUSEHOLD SIZE								
			1 PERSN	2 PERSN	3 PERSN	4 PERSN	5 PERSN	6 PERSN	7 PERSN	8 PERSN	9 PERSN
1 SOMERSET	20%	51,700	7,800	8,900	10,020	11,120	12,020	12,900	13,800	14,680	15,560
	40%	12/04/2012	15,600	17,800	20,040	22,240	24,040	25,800	27,600	29,360	31,120
	50%		19,500	22,250	25,050	27,800	30,050	32,250	34,500	36,700	38,900
	60%		23,400	26,700	30,060	33,360	36,060	38,700	41,400	44,040	46,680

(PARAMETERS: CHART#-"3"; PLACED IN SERVICE-" 7/01/2010"; MULTI BLDG PROJECT-"N"; RENT FLOOR ELECTION-" "; EFFECTIVE DATE-" 2/13/2008")

RENT LEVEL	RENTS							
	HOME SRO	SRO/ EFF	1 BDRM	2 BDRM	3 BDRM	4 BDRM	5 BDRM	6 BDRM
20%		195	208	250	289	322	356	389
40%		390	417	501	578	645	712	778
50%		487	521	626	723	806	890	972
60%		585	626	751	867	967	1068	1167

Part VII - STUDENT STATUS

ARE ALL OCCUPANTS FULL-TIME STUDENTS?

Yes No

If yes, enter student explanation* (also attach documentation)

*Student Explanation (0-5)

*Student Explanation:

- 0 - N/A Year 16 - 30
- 1 - TANF assistance
- 2 - Job Training Program
- 3 - Single parent/dependent child
- 4 - Married/joint return
- 5 - Foster Care

Part VIII - PROGRAM TYPE

Mark the program(s) list below (a. through e.) for which this household's unit will be counted toward the property's occupancy requirements. Under each program marked, indicate the household status as established by this certification/recertification.

<input checked="" type="checkbox"/> a. Tax Credit	<input type="checkbox"/> b. HOME	<input checked="" type="checkbox"/> c. Tax Exempt	<input type="checkbox"/> d. PennHOMES	<input type="checkbox"/> e. PennHOMES/HOME
See Part V above	Income Status	Income Status	Income Status	Income Status
	<input type="checkbox"/> <=50% AMGI	<input type="checkbox"/> 50% AMGI	<input type="checkbox"/> <=20% AMGI	<input type="checkbox"/> <=20% AMGI
	<input type="checkbox"/> <=60% AMGI	<input type="checkbox"/> 60% AMGI	<input type="checkbox"/> <=40% AMGI	<input type="checkbox"/> <=40% AMGI
	<input type="checkbox"/> <=80% AMGI	<input checked="" type="checkbox"/> 80% AMGI	<input type="checkbox"/> <=50% AMGI	<input type="checkbox"/> <=50% AMGI
	<input type="checkbox"/> OI**	<input type="checkbox"/> OI**	<input type="checkbox"/> <=60% AMGI	<input type="checkbox"/> <=60% AMGI
			<input type="checkbox"/> <=80% AMGI	<input type="checkbox"/> <=80% AMGI
			<input type="checkbox"/> OI**	<input type="checkbox"/> OI**

** Upon recertification, household was determined over-income (OI) according to eligibility requirements of the program(s) marked above.

SIGNATURE OF OWNER/REPRESENTATIVE

By checking the box, I certify subject to the penalties of perjury that I have obtained and will maintain on file the original signatures of the Tenants and all necessary supporting documentation. Based on the representations made herein and upon the proofs and documentation required to be submitted, the individual(s) named in part II of this Tenant Income Certification is/are eligible under the provisions of Section 42 of the Internal Revenue Code, as amended, and the Land Use Restriction Agreement (if applicable), to live in a unit in this property.

Annual Recertification Passed Validation, ready to save and print.

Print Tenant Income Certification Form after it is Edited.

Save

Submit

Re-Select Unit/Transaction

REASON FOR REVISION

test

INCOME LIMITS

Property Selection : Village At Somerset +

Property Information

Property Name : Village At Somerset TC# : TC2009-515

Address : 100 - 1200 Village Way

Requesting Limits for : 



Rental Schedule

Please select a Property to review the Rental Schedule.

Property Selection : Village At Somerset



Submit Rental Schedule

Property Name : Village At Somerset TC# : TC2009-515

Address : 100 - 1200 Village Way

Compliance Year:

Display Rental Schedule

Instructions

Rental Schedule History

		Compliance Year	Status	Date Submitted
Display	Revise	2011	Submitted	4/20/2012 9:46:48 AM
Display	Revise	2012	Submitted	1/11/2013 10:09:47 AM

Instructions

Owner Certification

Please select a Property to review the Owner Certifications.

Property Selection : Village At Somerset +

Submit Owner Certificate

Property Name : Village At Somerset TC# : TC2009-515

Address : 100 - 1200 Village Way

Compliance Year: 2008 ▾

Display Owner Certificate

 Instructions

Owner Certificate History

			Compliance Year	Status	Date Submitted
Display	Edit	Revise	2010	Submitted	2/1/2011 2:42:00 PM
Display	Edit	Revise	2011	Submitted	1/23/2012 8:38:45 AM
Display	Edit	Revise	2011	Saved Only	

 Instructions

Submit Tenant Income Certifications to PHFA via Vendor File.



Instructions [Property, Building and Units List](#)

Select

Clear

Submit Tenant Income Certifications to PHFA

Building Units List

Property Name : Village At Somerset TC# : TC2009-515

Address : 100 - 1200 Village Way

TC #	BIN #	Building	Unit
09-0515	PA08-01306	1	101
09-0515	PA08-01306	1	102
09-0515	PA08-01306	1	103
09-0515	PA08-01306	1	104
09-0515	PA08-01306	1	105
09-0515	PA08-01306	1	106
09-0515	PA08-01306	1	107
09-0515	PA08-01306	1	108
09-0515	PA08-01306	1	109
09-0515	PA08-02306	2	201
09-0515	PA08-02306	2	202
09-0515	PA08-02306	2	203
09-0515	PA08-02306	2	204
09-0515	PA08-02306	2	205
09-0515	PA08-02306	2	206
09-0515	PA08-02306	2	207
09-0515	PA08-02306	2	208

Supportive Services

Please select a Property to review Supportive Services.

Property Selection : Village At Somerset +

Property Information

Name : Village At Somerset
Address : 100 - 1200 Village Way
PHFA Property #: N-47

Compliance Year: 2013 ▾

[? Instructions](#)

Supportive Services History

				Submission Year	Quarter	Status	Date Submitted
Display	Edit	Revise	Delete	2011	0	Submitted	2/16/2012 11:11:34 AM

[? Instructions](#)

Supportive Services Report

Year Ending December 31st, 2011

PHFA #: N-47 Property Name : VILLAGE AT SOMERSET

Address : 100 - 1200 Village Way County : SOMERSET



Type of Service	Service Provider	Service Provided	Source	# of Hours	# of Residents	Impact	Actions
Housekeeping ...	Tableland-...	Housekeepi...	Escrow ...	8	8	Improved...	
Job Training ...	Tableland-...	Tableland-...	Escrow ...	7	7	Improved...	
Meals	Tableland-...	Tableland ...	Escrow ...	5	140	Increase...	
Service Coord...	Tableland-...	Tableland-...	Escrow ...	840	653	Improved...	
Youth Activit...	Tableland-...	Tableland-...	Escrow ...	360	50	Improved...	
Other	Tableland,...	Tableland,...	Donated...	10	100	Coats for ...	

Add Service

Reason for Revision:

Submit Supportive Services Report to PHFA.

Print

Type of Service:

- Adult Activities
- Energy Conservation/Education
- Housekeeping/Errands
- Health Promotion/Services
- Job Training
- Life Skills
- Meals
- Other
- Service Coordination
- Transportation
- Youth Activities

Source of Support:

- Donated
- Escrow Account
- Operating Budget
- Other

? **Add Supportive Service**

Type of Service: * Must Select *

Service Provider:

Service Provided:

Source of Support: * Must Select * (Primary)
* Optional * (Secondary)

Hours of Service

of unduplicated residents served

Impact of service on residents/community

- Improved resident health and social interaction.
- Increased mobility & community involvement.
- Improved quality of life through access to services (ex: referrals for senior and disability services).
- Increased Household income (ex: employment/career referral & assistance, Rent Rebate, EITC & other tax support).
- Improved educational outcomes for children.
- Improved educational opportunities for adults (ex: GED to post secondary education including: associates or bachelors level college, university or trade school & training).
- Reduced crime, theft and/or drug activity.
- Savings to property management (ex: reduced legal fees, vacancy losses, turnover, evictions, and/or bad debt).
- Increased community partnerships/community-building initiatives .
- Increased access to homeownership programs and support.
- OTHER (please describe below).

Save Service Cancel