

MANAGEMENT PRE-COMMITMENT CHECKLIST

Property: _____ PHFA No.: _____
Hsg. Mgt. Rep. _____ Date: Click here to enter a date.
Dev. Officer _____

Pre-Commitment Requirements

PJs and Non-PJs

Review Completion Date

<input type="checkbox"/> Management Plan	<u>Click here to enter a date.</u>
<input type="checkbox"/> Tenant Selection Plan	<u>Click here to enter a date.</u>
<input type="checkbox"/> Affirmative Fair Housing Management Plan	<u>Click here to enter a date.</u>
<input type="checkbox"/> Lease, and any addenda, including PHFA Addendum	<u>Click here to enter a date.</u>
<input type="checkbox"/> Grievance Procedure	<u>Click here to enter a date.</u>
<input type="checkbox"/> VAWA Emergency Transfer Plan (HOME and HTF)	<u>Click here to enter a date.</u>

Comments:

After completion, save to MFPropertyFiles; Hsng Mgt; Management Docs Folder.

Cc: Manager of Project Operations