



December 17, 2019

VHDA Compliance & Asset Management

Eviction Data Collection January 2020

As part of the [Governor's Executive Order Number Twenty-Five \(2018\)](#), which establishes affordable housing priorities to address Virginia's unmet housing needs, VHDA is requesting full cooperation and participation from all properties in our portfolio to assist in collecting data on Eviction, and Eviction-Related activities resulting from non-payment of rent.

Thank you for completing and submitting the electronic Adobe form for the initial 2019 Eviction Data Collection in August 2019. We appreciate all responses received.

The next Eviction Data Collection is scheduled January 2020 for activity from July 2019 - December 2019. VHDA will send an electronic Adobe form via email to the on-site property contact in our software system from the email echosign@echosign.com on Monday, January 13, 2020. The completed form must be submitted electronically by Friday, February 14, 2020, using the official form in Adobe emailed to the on-site property contact.

The report must be submitted using the official electronic Adobe form. **Please do not email the Excel tracking log posted on the website to VHDA.** The Excel Eviction Tracking Log should be used to log your monthly Eviction data, and to assist you in completing the electronic Adobe form when you receive it via email.

If there are any questions about this process or if there has been a change in your on-site property email address, send an email to the property's assigned regional email with your inquiry or updated contact information and include **Eviction** in the email subject line.

[View Eviction Data Collection Memo](#) | [Visit VHDA's Website](#)

2019 Mid-Atlantic AHMA Conference VHDA Presentations

The VHDA presentations from the 2019 Mid-Atlantic AHMA Conference held on November 20, 2019, have been posted to our website. [View Presentations.](#)

AHMA Session 1: Compliance Updates and DBHDS DD & Target Population by Erica Etterling, VHDA Compliance Support, and Dept. of Behavioral Health Development Services guests, Janna Weiner, DBHDS Program Manager, Jeannie Cummins, Sr. Housing Coordinator (NoVA) and Sheree Jones, Housing Coordinator (Central Region). The VHDA Compliance session combined VHDA Updates and a presentation from DBHDS on the Developmental Disability (DD) Referral Process, and VHDA QAP requirements. VHDA partnered with DBHDS to provide an open discussion about outreach initiatives to help DD

individuals live independently and live in more integrated housing settings.

[Part 1: Compliance Updates](#)

[Part 2: DBHDS DD Target Population & Handouts](#)

The DBHDS Regional Housing Assignment map can be found [here](#).

To view success stories and videos about DD individuals living independently click [here](#).

[AHMA Session 2: Average Income Set-Aside for Property Managers](#) by Erica Etterling, VHDA, Vinnie Viola, Birch Island Real Estate and Marie Peace, TFJ Group. This session covered the VHDA QAP requirements as well as the benefits and compliance challenges of implementing the Average Income minimum set-aside for the on-site management staff. View the VHDA Average Income memo and videos posted on our website.

[Average Income Memo | VHDA's "Understanding Average Income" Video Playlist](#)
[Visit VHDA's Website](#)

[AHMA Session 3: VHDA Eviction Data Collection](#) by Neal Rogers, Director of Compliance & Asset Management, Catrina Page, VHDA Outreach, and Frances Stanley, VHDA Rental Analyst. This session shared the results of the initial eviction data collection with property management professionals and introduced the Rental Education Program.

2019 Year End Tax Credit Compliance Monitoring Fee Payments

The Tax Credit Monitoring fees will remain the same for 2019. The 2019 invoices and annual forms will be sent by email on Monday, January 6, 2020, to the property's management agent and designated project owner contact to review and complete. The annual owner's certification must be completed by the project taxpayer (owner), general partner, or a designated signor authorized by the project taxpayer or general partner.

Detailed instructions on [Tax Credit Monitoring Payments](#) and the [Annual Tax Credit Reporting Process](#) are posted on VHDA's website. All changes or updates to the current process will be issued via email updates. Please [Sign up for VHDA Updates](#) to ensure that receive important updates.

[Visit VHDA's Website](#)

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The information contained herein (including but not limited to any description of VHDA and its lending programs and products, eligibility criteria, interest rates, fees and all other loan terms) is subject to change without notice.



