
Arizona Department of Housing 2022 Information Bulletin

REGARDING PROGRAMS: Rental Compliance

REGARDING FUNDING SOURCES: Low Income Housing Tax Credit (LIHTC), HOME, State and National Housing Trust Fund (HTF) and Neighborhood Stabilization Programs (NSP) Compliance

INFORMATION BULLETIN No. 03-22

ISSUED: January 10, 2022

RE: Annual Report and Fee Reminders

New Year, New Requirements!

As we exit the holiday season and enter the New Year refreshed and ready for what 2022 will bring us, The Arizona Department of Housing would like to take this time to remind you of some key deadlines that are soon approaching.

Annual Reports – Due March 15th

For 2022 and until further notice, we are no longer requiring that the Annual Report be submitted as a hard copy. You can sign and submit the annual report electronically. Further instructions can be found in the Annual Report workbook located here:

<https://housing.az.gov/sites/default/files/documents/files/LIHTC-Annual-Report-Workbook-YE2021.xls>

https://housing.az.gov/documents-links/forms/rental-compliance-monitoring?tid_2=All

Compliance Fees – Due March 15th

We will be taking the same approach when it comes to the payment of the Annual Compliance fee as well. Compliance fees can be submitted via our online payment portal.

ADOH Payment portal, located here: <https://housing.az.gov/portals/adoh-payment-portal>

Invoices are no longer emailed to owners/agents. They can be obtained on the ADOH website by clicking the link below: <https://housing.az.gov/documents-links/housing-invoices>

If your invoice is not on the ADOH website then please contact the Compliance & PBCA Administrator as soon as possible.

Tenant Data – Due March 15th

One of the requirements of the Annual Report is to update tenant data in our HDS NextGen database. If you do not have access to this database please contact the Compliance & PBCA Administrator as soon as possible.

New projects that were placed in service and will be claiming credits in 2020 or 2021 must submit an Annual Report and Compliance fee by March 15, 2022.

General Reminder

- There are currently no waivers, or State imposed shelter in place mandate, that would allow an owner from forgoing their responsibility of ensuring their communities are meeting all applicable inspection protocols for ADOH funded projects. Owners/Agents should be accepting, processing and completing all resident submitted work orders. This should be done in a timely and safe manner.

If you have any questions please contact Juan Bello, Compliance & PBCA Administrator, at 602-771-1074 or via email at juan.bello@azhousing.gov.



Arizona
Department
of Housing

1110 W. Washington, Suite 280 | Phoenix, AZ 85007
Telephone (602) 771-1000 Facsimile (602) 771-1002 TDY (602) 771-1001
<https://housing.az.gov>