



Arizona
Department
of Housing

Arizona Department of Housing 2016 Information Bulletin

REGARDING PROGRAMS: All Programs

REGARDING FUNDING SOURCES: All Funding Sources

INFORMATION BULLETIN No. 06-16

ISSUED: March 31, 2016

RE: New Electronic Submission Requirements

The Arizona Department of Housing (ADOH) is expanding the use of electronic portals for entities doing business with ADOH. Effective immediately, the following three (3) portals are required for document submissions as indicated.

1. Audited Financial Statements/Compliance Documents Portal

Submission of audited financial statements or single audits from owners or managers of ADOH funded rental properties that are within their compliance period, have active funding agreements or have active loans with ADOH. Submission of rental development Contact Information Sheets or other documents requested by ADOH Compliance Division.

2. Rental Properties/Asset Management Portal

Requests for Rental Loan Deferrals, Ownership Changes, Debt Restructuring, Qualified Contracts and Loan Confirmations.

3. Rental Development Portal

Submission of LIHTC Applications, 10% Test, Equity Package, 8609 Package, and other documents requested by ADOH Rental Development Division.

The portals can be found at <https://housing.az.gov/portals/document-upload-portals>

Audited Financial Statements and Single Audits will no longer be accepted in paper form while documents submitted through the Rental Development Portal will still require a supplemental paper copy. The HDS Web Compliance Management System is still to be used for the submission of the Annual Compliance Report.

Please contact Andrew Rael, andrew.rael@azhousing.gov if you have questions. Thank you for your cooperation.