

The Department has reviewed the questions submitted during the 2013 Annual Owner's Compliance Report (AOCR) webinar held on January 31, 2014. Below you will find a condensed version of all the questions submitted. If you do not see an answer to a question you asked, please contact Stephanie Naquin via email at stephanie.naquin@tdhca.state.tx.us.

Q: Is it possible to get this training as a PowerPoint?

A: Yes. Both the PowerPoint and a recording of the webinar are available on the website and can be found directly at: <http://www.tdhca.state.tx.us/pmcomp/reports.htm>.

Q: Do you have to enter this information if you do not have the LURA requirement for special needs?

A: If you know that a household has a special need, please complete the field even if your LURA does not have a special needs occupancy requirement. In part, the data is used to determine if developments with special needs occupancy requirements are in compliance, however, it is also used for reporting requirements imposed on the Department.

Q: On the RFR do we include the interest in both locations?

A: In the Reserve for Replacement section of the Owner's Financial Report (directly after "Repairs and Maintenance" section), only include the amount of total deposits made into this account from property operations. Do not include interest accrued or earned on the reserve account in this section. However, in the first section of the report titled Reserve Accounts, you will include any interest earned on the account in the "Ending Balance" section of each of the three reserve accounts identified. This will later be reconciled with your bank statements submitted for each account.

Q: If a property is exempt from property taxes, what would you like submitted in its place?

A: If a property is exempt from property taxes, leave this box blank and provide a comment in the comment box at the end of this section stating that the property is tax exempt to explain this blank.

Q: We have several properties that CMTS shows different due dates. Is it correct that ALL properties are due 4/30/14 now regardless of what the system says?

A: Yes, all parts of the report are due April 30, 2014. However, CMTS may show that a Unit Status Report is due on a different date in connection with an onsite monitoring visit and/or a quarterly vacancy report. If so, please be sure to submit a USR for the Annual Report and one for your onsite review and/or quarterly vacancy report.

Q: Is TIC date the date they signed the TIC?

Q: In regards to the USR, shouldn't the date of the annual recertification be listed instead of the AEC date? What about developments that aren't required to complete AEC's?

A: The field for the "TIC Date" differs based on the activity. Please see the instructions for completing the [Income Certification](#) form and [Annual Eligibility Certification](#) (AEC) form, which can be found directly at: <http://www.tdhca.state.tx.us/pmcomp/forms.htm>. Please note that under our newly adopted Compliance Monitoring rules, the Annual Eligibility Certification is a valid form for the collection of data but is no longer a required form. Owners of 100% low income developments may collect the required information using other formats. Please see [10TAC§10.612](#) for more information.