**Asset Management Division**

**CHDO Self-Certification (ROFR Only**)

*\*THIS SELF-CERTIFICATION (“CERTIFICATION”) IS SUBMITTED WITH TRANSFER OF OWNERSHIP REQUEST AND IS LIMITED TO certifying whether a previously certified CHDO continues to meet the definition of Community housing development organization (CHDO) in 24 CFR Part 92 for purposes of qualifying as a qualified entity under the Right of First Refusal (ROFR) process under Section 2306.6726 of the Texas Government Code.* ***THIS CERTIFICATION CANNOT BE USED WITH AN APPLICATION FOR CHDO FUNDS UNDER THE HOME PROGRAM*.**

**Applicant Nonprofit Organization (“Applicant”):** **Organization Name**

1. The undersigned hereby certifies that, since the Texas Department of Housing and Community Affairs (the “Department”) certified the Applicant as meeting the requirements of the CHDO definition in 24 CFR §92.2 on or about date, that (please check all applicable):

[ ]  Applicant is still a validly existing entity and in good standing with the State of Texas;

[ ]  There has been no changes to Applicant's tax exemption ruling from the Internal Revenue Service (IRS);

[ ]  There have been no changes to Applicant's purpose regarding affordable housing;

[ ]  There have been no changes to the Applicant’s board membership that affect the required one-third low income resident(s) or elected representative(s) and public officials, employees, or officers (if applicable);

[ ]  There have been no changes to the Applicant’s board membership that affect the required one-third low income resident(s) or elected representative(s) and public officials, employees, or officers (if applicable);

[ ]  The Applicant is not controlled, nor receives directions from individuals, or entities seeking profit from the organization;

[ ]  There have been no changes to the Applicant’s process for low income, program beneficiaries/tenants participation plan.

1. The undersigned hereby certifies that the Applicant’s internal control standards and the financial accountability standards that are currently being used conform with the standards defined in 2 CFR §200.302 "Financial Management," and 2 CFR §200.303 "Internal Controls". The internal controls are in compliance with guidance in the (please select the applicable internal controls):

[ ]  “Standards for Internal Control in the Federal Government,” issued by the Comptroller General of the United States; or

[ ]  “Internal Control – Integrated Framework (2013),” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

1. The undersigned hereby certifies that the Applicant (please mark one, as applicable) [ ]  is / [ ]  is not a religious or faith based organization. If applicable, please submit the completed 2019 CHDO Religious or Faith Based Organization form (tab 8 in 2019 CHDO Certification Packet).
2. The undersigned hereby certifies that all statements provided herein are true; that I am authorized to sign this Certification on behalf of Applicant, and to make these statements, on behalf of the Applicant; and that the Applicant understands that misrepresentation of any facts which lead to the improper allocation and expenditure of public funds may result in legal action against the Applicant for retrieval of any such funds and appropriate penalties.
3. The undersigned agrees the Department may, at its discretion, request additional information and/or documentation in its evaluation of this Certification.

Where the undersigned is unable to certify to any of the statements in this Certification, such Applicant shall provide evidence of the changes to the above requirements in this Certification since the last CHDO certification approval by the Department.  Applicant shall further provide evidence that the changes do not affect their current status as a CHDO and that the Applicant is a Qualified Entity that meets the current definition of a CHDO under 24 CFR Part 92.

This Certification is a material representation of fact upon which reliance is placed when the Department approves the ownership transfer. If it is later determined that Applicant knowingly rendered an erroneous certification, in addition to any other remedies available to the Department, the Department may reject their transfer of ownership application or withdraw prior approval of their ownership transfer request.

APPLICANT:

**[APPLICANT’S NAME],**

**a** **State nonprofit corporation**

By:

Name: «Sig\_Auth\_\_First\_Name» «Sig\_Auth\_Last\_name»

Title: «Sig\_Auth\_title»

Date: