

## **Multifamily Housing Notice 21-13**

**July 14, 2021**

**To:** Developers, Sponsors and Local Housing Contacts

**From:** Patrick Gill, Director of Tax Credit Compliance

**Re:** *Extension of Deadline for End of Year (EOY) Reporting*

**Re:** *Portal to Re-Open on July 16, 2021 and remain open through August 2, 2021*

**Re:** *LIHTC Rent/Income Limits effective April 1, 2021*

### **End Of Year (EOY) Reporting and Reopening of the Portal**

As the owner or sponsor of a property receiving an allocation of Low-Income Housing Tax Credits (LIHTC) you are required to upload certain tenant and project data through a portal provided by the Maryland Department of Housing and Community Development (DHCD), which will ultimately be uploaded by the Department to HUD.

DHCD has decided to re-open the portal to provide an opportunity for uploads not submitted or not fully submitted effective June 30, 2021. The portal will open again on July 16, 2021 and remain open through the close of business on August 2, 2021. The portal functionality will remain the same as both last year and this year. If you have successfully uploaded each project file required of you, no further action is required at this time.

For your convenience, the portal instructions are available at the following link:

<https://dhcd.maryland.gov/HousingDevelopment/Documents/rhf/LTInstructionsEOYDataPortal.pdf>

### **Properties Subject to EOY Data Submission.**

A list of all properties subject to 2020 EOY Data Submission is provided under “Low Income Housing Tax Credits Program Compliance Documents” at the following link:

<https://dhcd.maryland.gov/housingdevelopment/pages/mflibrary.aspx#info>

### **Portal Access**

The following link will take you to the portal starting on July 16, 2021:

<https://apps.dhcd.state.md.us/LIHTCApplication/Home/Login>

The portal will allow importing of NAHMA XML files version 3.1 or greater (and must have the property name included in the file). NAHMA 1.1 will not be accepted by the system. In lieu of an XML file there is a



## MULTIFAMILY HOUSING UPDATES

manual data entry option. The portal will not accept Excel files. ID numbers provided to you for any previous year's upload are no longer functional.

Should you receive any error messages, encounter problems or have questions while using our portal please email your concerns to:

[lihtc.application@maryland.gov](mailto:lihtc.application@maryland.gov)

**Continuing failure to comply with EOY upload requirements may compromise your organization's ability to compete for LIHTC allocations and other state funding, and is a ground for the filing of Form 8823.**

### **Posting of 2021 LIHTC Rent and Income Limits**

Updated LIHTC Rent and Income Limits, effective April 1, 2021 have been posted to the Multifamily Library under Income Limits, Guidelines, and Other Downloads.

<https://dhcd.maryland.gov/housingdevelopment/pages/mflibrary.aspx>

Please distribute to relevant staff.

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### *IMPORTANT NOTICE REGARDING EMAILING OF MULTIFAMILY NOTICES*

*Multifamily Housing issues periodic notices (such as the one above) to announce new initiatives, provide important news, announce funding round deadlines, significant application changes, bond program amendments, and other key dates and facts on our website and by email only. You can subscribe to receive Multifamily Housing Notices at the following link:*

[https://public.govdelivery.com/accounts/MDDHCD/subscriber/new?topic\\_id=DHCDMF](https://public.govdelivery.com/accounts/MDDHCD/subscriber/new?topic_id=DHCDMF)

*Notices are posted to the DHCD website at the following location:*

<http://dhcd.maryland.gov/HousingDevelopment/Pages/MFLibrary.aspx>