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chfa asset management

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Final Modification to 2021 Annual Recertification Requirements

Due to these unprecedented circumstances, including health concerns, business closures, and government orders, CHFA is issuing a final modification of annual recertification requirements, effective January 1, 2021.

This modification applies to certifications with effective dates 01.01.2021 through 12.31.2021, and only to recertifications for the LIHTC and CHFA Loan programs monitored by CHFA.

While annual recertifications effective January through December 2021 are required, they may be conducted with self-certifications in lieu of third-party verification of income and assets. This modification applies to both 100-percent restricted developments and mixed-income developments.

Whether the owner elects to apply this modification or to continue to conduct full recertifications, the election must be applied consistently property wide. In other words, if a full recertification is completed for one household, full recertifications must be completed for all households.

For modified certifications, the only documentation required will be:

- CHFA's 2021 Annual Recertification Modification Notice
- Tenant Income Certification form
- Annual Demographics Information Form
- Self-Certification Questionnaire
- Student Status Certification (if applicable)
- Affordable Housing Lease Addendum (only if a new lease is executed)
- Documentation of current tenant rent (e.g., current lease or most recent lease addendum)