

MANAGEMENT BULLETIN #460

Date: February 24, 2016

To: Owners, Agents and Managers

From: Audra Hamernik, Executive Director
[Tim Veenstra](#), Director of Asset Management

Re: **Compliance Requirements for 2016**

We are excited to announce that IHDA's Asset Management team has streamlined the compliance process for 2016. IHDA will now email a comprehensive, property-specific checklist that includes all of the compliance requirements for your property. These changes will clarify requirements, reduce your administrative burden and improve the performance of your property.

Improvements under the new process include:

- A comprehensive, property-specific checklist with all compliance requirements for 2016.
- All owners, agents and on-site managers will receive a separate email for each property.
- Forms and submission requirements will be hyperlinked in the email.
- The email will include contact information for IHDA staff assigned to your property.
- **Please watch for an email on February 24-26 for your customized 2016 IHDA Compliance Requirements.***

This is the first of several changes that will be implemented to improve our administrative efficiency. We are committed to being partners in your work, and we hope these changes will help you maintain the health and financial stability of your properties as we create better homes and stronger communities for residents throughout Illinois.

If you have any questions, please contact your assigned IHDA staff member or asset@ihda.org.

*Properties with **tax credits only** and no IHDA loans or grants will receive a separate email notification with the 2016 Compliance Requirements at a later date.