



**ILLINOIS HOUSING  
DEVELOPMENT AUTHORITY**

# Capital Bill Preservation Program: Limited Rehabilitation Webinar

# Content of the Presentation

- 03 Program Overview
- 04 Meet the Presentation Team
- 05 The Closing Process
- 06 The Funding Process
- 07 Physical Inspection
- 08 Long Term Monitoring



# Meet The Presentation Team



## **Kendall Anderson**

Staff Counsel

Legal

## **Matthew Rangel**

Senior Paralegal

Legal

## **Doug Roach**

Manager, Portfolio Analysis

Asset Management

## **Charlotte Pickens**

Supervisor, Physical Inspection

Asset Management

## **Bethany Maynard-Moody**

Supervisor, Rental Compliance

Asset Management

## Program Overview

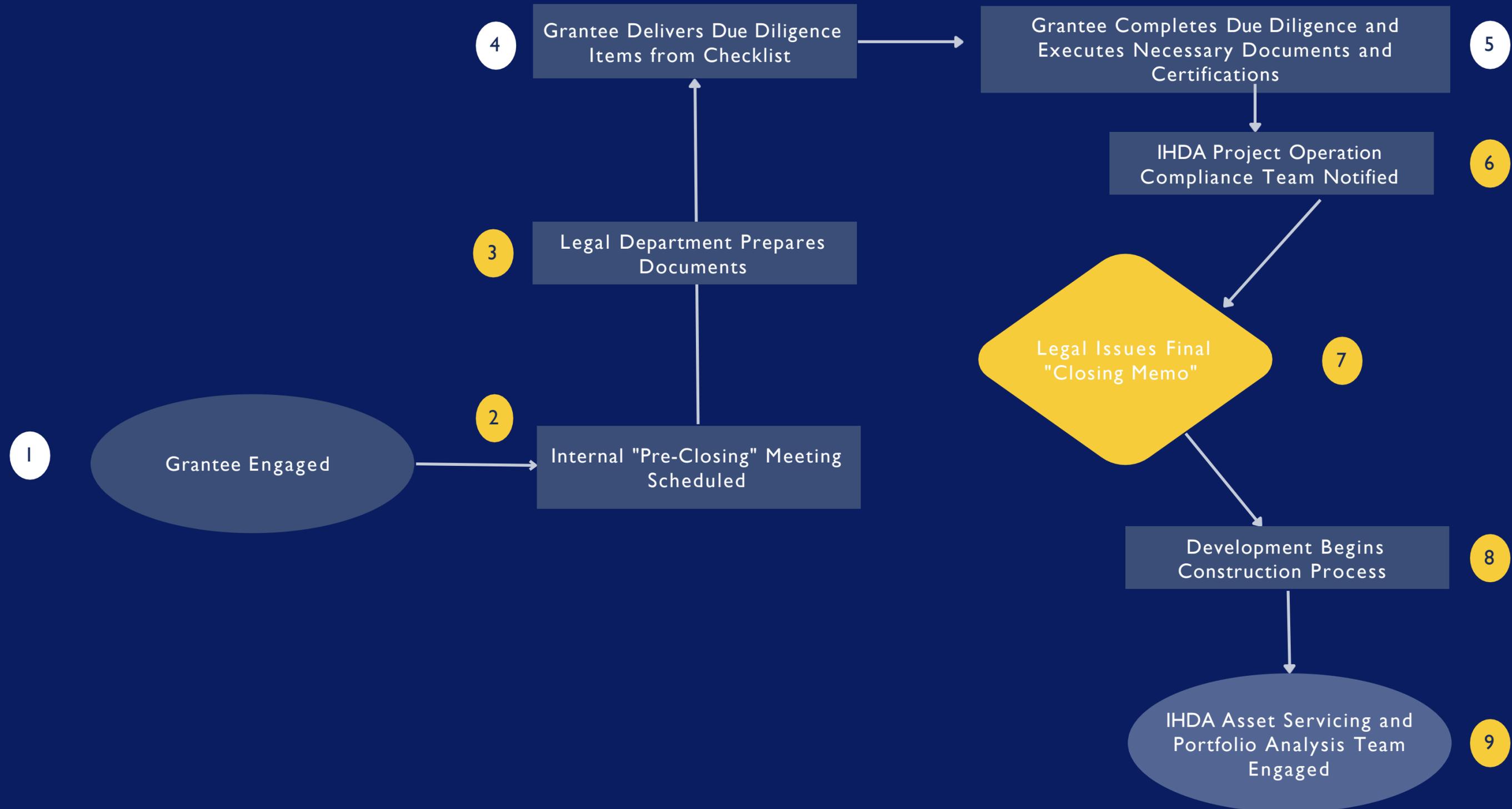


The Capital Bill Preservation Program: Limited Rehabilitation was created to provide supplemental subordinate financing to developments with existing income and occupancy restrictions that have outstanding capital improvement needs that cannot be met using existing reserves.

Direct benefits of this program result in the enhancement and the long-term stability of affordable rental housing for the benefit of very low and low-income households throughout Illinois.

# The Closing Process

## Next Steps After Board Approval



○ Denotes Grantee Action Item    ● Denotes IHDA Action Item

# The Funding Process

## Direct Disbursement vs Reimbursement Requests



Each development is required to submit a **Signature Authorization Form** and **W-9**.



Developments can request direct disbursement or submit a request for reimbursement.



**Direct Disbursement Requests** require a completed Preservation **Draw Request Form** and detailed invoices. **Instructions** are available. **Requests for Reimbursement** require copies of cancelled checks and detailed invoices.



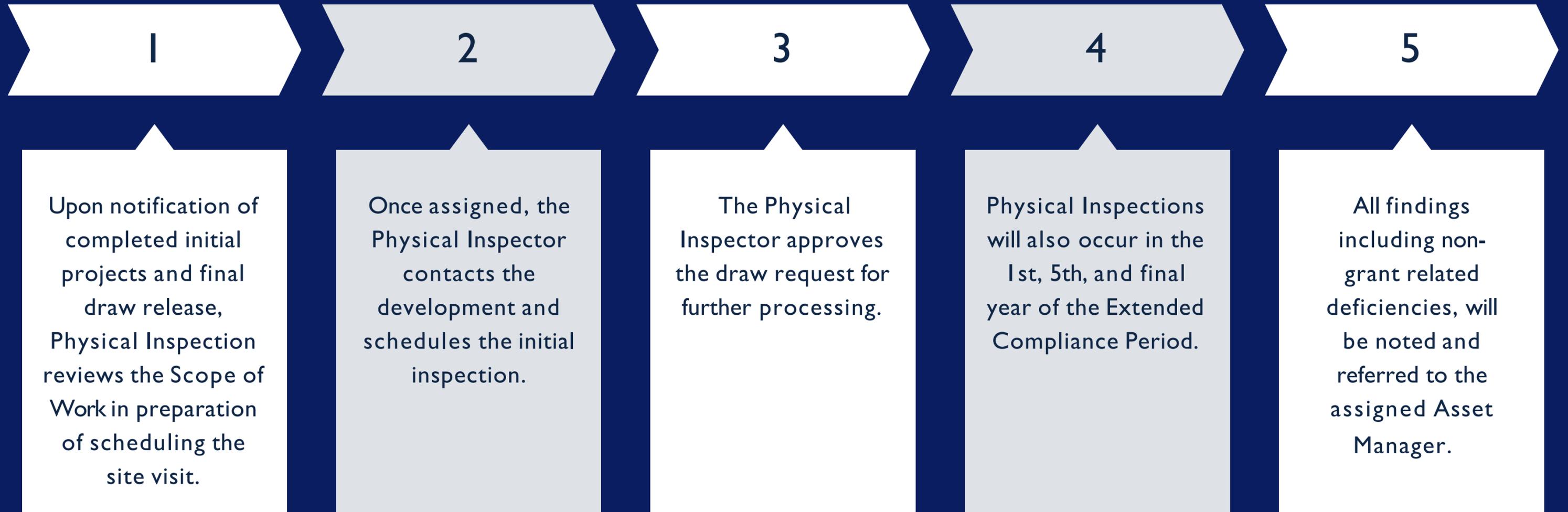
If approved, payment is issued. If denied, the development will be notified of the required corrective action.



The Program Administration and Physical Inspection Team will be notified of work completion before the final payment is issued.

# The Physical Inspection Process

## Initial Inspection through Extended Compliance



# Long-Term Monitoring

## Compliance Expectations for Operational Success

01	<b>Introductions</b>	How to contact the Project Operations Compliance Team
02	<b>Administrative Review and Monitoring</b>	a. <u>Management Plan</u> b. <u>Tenant Selection Plan</u> c. <u>Affirmative Marketing Plan</u>
03	<b>Annual Consolidated Certificate of Compliance</b>	Review and discuss due date and form requirements
04	<b>General</b>	a. Property Contact Change b. Tenant Concerns/Complaints c. IHDA Website d. IHDA Management Bulletins
05	<b>Conclusion</b>	A letter of introduction will be issued by your assigned Compliance Team.

# Need to Contact Us? Have Questions?

Grantees may contact our team by submitting all Preservation Program related questions via email to [PreservationProgramLimitedRehab@ihda.org](mailto:PreservationProgramLimitedRehab@ihda.org)

## Preservation Program Forms Library

[Affirmative Marketing Plan](#)

[Draw Request Form](#) and [Instructions](#)

[Draw Request Signature Authorization Form](#)  
[Management Plan](#)

[Tenant Selection Plan \(Non-Section 8\)](#)

[W-9 Form for Direct Payment or Reimbursement](#)



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**THANK YOU**

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