

2024 ANNUAL OWNER'S CERTIFICATION For Projects Receiving HOME Funding Only

Note: The year 2024 is in the title of this form to match AHFA DMS. If you have not completed the tenant data through December 31, 2024, in AHFA DMS, complete and mail this form along with a rent roll for December 31, 2024, to: Multifamily Compliance Department, Alabama Housing Finance Authority, 7460 Halcyon Pointe Drive, Suite 200, Montgomery, Alabama 36117.

Due Date: March 3, 2025

Project Name:

Project Number:

***Initial* each certification, indicating your acceptance and verification of each statement. For the 12-month period from January 1, 2024, to December 31, 2024, I/We hereby certify that:**

- ☐ a. The project met the income requirements of the HOME Rule, and/or any income requirement elected on the owner's application;
- ☐ b. The project met the 100% MR/MI set-aside during the year. If not, note whether or not the service provider, the State Board of Mental Health and AHFA were notified of any vacancies the property experienced _____;
- ☐ c. A Confidential Tenant Eligibility Certificate was completed for every MR/MI household;
- ☐ d. The owner or his/her representative has received an annual income certification from each low-income tenant, and documentation to support that certification; or, in the case of a tenant receiving Section 8 housing assistance payments, an acceptable alternative, is a statement from a public housing authority declaring that the tenant's income does not exceed the applicable income limit under the HUD HOME income limits, and the owner has not refused to lease a unit in the project to an applicant because the applicant holds a Section 8 voucher or certificate of eligibility;
- ☐ e. Each low-income unit in the project was rent restricted under HUD's HOME Rent Limits, and/or AHFA's more restrictive MR/MI rent requirements;
- ☐ f. All units in the project were for use by the general public and used on a non-transient basis, and no finding of discrimination under the Fair Housing Act, 42 U.S.C. 3601-3619, occurred for the project;
- ☐ g. An annual HOME Student Self Certification was completed by any household member eighteen years of age or older;

- _____ h. Each building in the project was suitable for occupancy, taking into account local health, safety, and building codes, and the state or local government unit responsible for making the inspections did not issue a violation report for any building or low-income unit in the project;
- _____ i. The Affirmative Marketing Plan was followed to affirmatively market the project;
- _____ j. If the income of tenants of a low-income unit in the project increased above the limit allowed in HUD's HOME Income Limits, the next available unit of comparable or smaller size in the project was or will be rented to tenants having a qualifying income;
- _____ k. There has been no change in the ownership or management of the project since the completion of the last Annual Owner's Certification, if there has been a change, attach documentation of the change with this certification;
- _____ l. The project is in compliance with the Violence Against Women Act requirements and all related implementing regulations providing protections for residents and applicants who are victims of domestic violence, dating violence, sexual assault, and/or stalking, if not, attach documentation of the incident with this certification;
- _____ m. Project continues to comply with all terms it agreed to in its application for HOME funding, including the HOME Rule and any commitments for which it received points or other preferential treatment in its application, if not, attach an explanation with this certification;
- _____ n. The project has not suffered a casualty loss resulting in the current displacement of residents, if the project suffered a casualty loss, attach documentation with this certification;
- _____ o. The required tenant event data has been entered into the AHFA Online Data Management System (AHFA DMS) and tenant event data will be entered into the AHFA DMS at least monthly; and
- _____ p. The ownership and management of the project have read the current compliance addendum of AHFA's HOME Action Plan.

The undersigned certifies under penalty of perjury that the information contained on this form and the certifications herein have been verified as required. The undersigned certifies that the documentation to support the information herein has been received and such documentation shall be kept for the minimum amount of time required under The HOME Rule. The undersigned understands that any noncompliance with the HOME Regulations left uncorrected will be reported to HUD in accordance with their published regulations on compliance monitoring.

Report submitted by:

Owner Name (print name)

Owner Signature

STATE OF _____
COUNTY OF _____

I, the undersigned, a Notary Public in and for said County, in said State, hereby certify that _____, who signed this Owner's Certification, and who is known to me, acknowledged before me on this date, being fully informed of the contents of this Certification, executed the same voluntarily on the day the same bears date.

Given under my official seal this _____ day of _____, 20____

Notary Public

[SEAL]

My Commission Expires