

Multifamily Housing Notice 22-15

July 20, 2022

To: Developers, Sponsors and Local Housing Contacts
From: Pat Gill, Director of Tax Credit Compliance
Re: *2021 End of Year (EOY) Reporting Updates (see also Notice 22-09)*

- 1. The Portal will be open through July 30, 2022.**
- 2. Properties subject to EOY Data Submission.** A list of all properties subject to 2021 EOY Data Submission is provided under the category of “Low Income Housing Tax Credits Program Compliance Documents” at the following link:

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

Directly below the list of properties subject to 2021 EOY Data Submission is a matching list. The only difference between these two lists is that the second one sorts the list of Projects by LOAN using the MD Number assigned to each Project. Please look for the MD Number for your Project(s) on this second list to see whether you are required to make a 2021 EOY Data Submission. The MD Number for a project remains the same from the date that the Project is allocated, while in many cases the name of the Project used in our official records differs from the name used by you.

- 3. Registering your Projects on the Portal.** When you click on the link below it will take you to the landing page of our portal which is captioned “Login”. Look at the menu in the upper right-hand corner and click “Register”. On the “Registration” page find the menu in the upper right-hand corner and use the “Instructions”, as necessary, particularly as those instructions provide guidance to uploading XML files. When you have completed the registration of a Project the portal will generate an email to the email address you have just provided on the “Registration” page which will indicate that you have successfully registered the Project. This email will also furnish the recipient with a password for completing the upload. The password is unique to the Project and is only good for this year’s data upload. Here is the link to the portal:

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



MULTIFAMILY HOUSING UPDATES

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

lihtc.application@maryland.gov

Additional Notices will be circulated on a regular basis regarding Tax Credit Compliance Monitoring. Please make sure appropriate individuals within your organization are signed up to receive Multifamily Notices as outlined below.

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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:

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

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

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