



State of Connecticut
Department of Economic and
Community Development

Compliance Office & Planning/Program Support

**Home Program–All Owners and
Property Managers of HOME Rental Projects**

Notice: COPS 07-05

Distribution Date: February 28, 2007

Effective: Immediately

SUBJECT: HOME PROGRAM ANNUAL REPORTS

In accordance with 24 CFR 92.252(f)(2) a owner that received a HOME allocation is required to annually provide information on rents and to certify that the property is being managed in accordance with all applicable HOME Program Rules, the Department of Economic and Community Development's (DECD) contract for financial assistance, Restrictive Covenant, and any other applicable compliance requirements.

Enclosed are DECD's **HOME Annual Report** and **Annual Rental Project Certification Report**. The annual report and rental certification relate to units that are income and rent restricted by the DECD's HOME contract for financial assistance.

Please complete and submit your **HOME Annual Report** and **Annual Rental Project Certification Report** as soon as possible but no later than April 30, 2007. If you have an electronic system that generates a similar report that provides the identical data with rents and incomes, it will be accepted. Please send the two reports to:

Scott McNulty, H& CD Agent
DECD Compliance Office Planning/Program Support
505 Hudson Street
Hartford, CT 06106

A staff person will contact you in the future to set up a monitoring visit based on your schedule determined by the number of HOME units in your property. The monitoring will include physical inspection of the units, tenant file review, and financial monitoring.

Should you have any questions about the reports or the program, please contact Scott McNulty at 860-270-8212.

Enclosures