

**June 2018 General Management Review Discussion Points:**

- Just a reminder that Minnesota Housing has moved! As of September 1, 2017, our address is 400 Wabasha Street North, Suite 400, St. Paul, MN, 55102.
- Make sure your Affirmative Fair Housing Marketing Plan (AFHMP) file is compliant! The Fair Housing resource guide provides the Affirmative Marketing Toolkit that will help customers in completing the majority of their AFHMP (HUD form 935.2A). Find this resource at [www.fairhousingmn.org/providers/toolkit](http://www.fairhousingmn.org/providers/toolkit)

When using this toolkit, please remember that **you are still required to maintain an AFHMP file documenting what was reviewed, what was found as a result of the review, and why no changes were required** (HUD Handbook 4350.3 Par. 4-12F). The documentation in the AFHMP file is part of the audit process during the management and occupancy review. Not having the required documentation will result in a finding.

- **Release of Updated Resident Rights and Responsibilities Brochure**

The Office of Multifamily Housing Programs has released an updated Resident Rights and Responsibilities brochure. It is available to download and print at [https://www.hud.gov/sites/dfiles/Housing/documents/resident\\_rights\\_brochure\\_8.pdf](https://www.hud.gov/sites/dfiles/Housing/documents/resident_rights_brochure_8.pdf).

Owners must provide applicants and tenants with a copy of the Resident Rights and Responsibilities brochure at move-in and annually at recertification. The Office of Multifamily Housing Programs encourages owners and management agents to distribute this brochure electronically, in addition to having printed copies available for tenants who prefer hardcopies. If distributing this brochure electronically, the owner is still obligated to document the tenant file to show the requirement has been met. Translation of the updated brochure to other languages is currently pending and once complete, will be posted to HUD's Fair Housing and Equal Opportunity website at [https://www.hud.gov/program\\_offices/fair\\_housing\\_equal\\_opp](https://www.hud.gov/program_offices/fair_housing_equal_opp).

- **Interim Final Rule on Streamlining Administrative Regulations and Implementing Family Income Reviews under the FAST Act**

On December 12, 2017, HUD published an interim final rule effective March 12, 2018 that amends the regulatory language for Public and Indian Housing (PIH) and multifamily housing rental assistance programs. The interim final rule implements FAST Act provisions, which allow public housing agencies (PHAs) and multifamily housing owners to do full income recertification for families with 90 percent or more of their income from fixed-income every three years instead of annually. This interim final rule also aligns the current regulatory flexibilities with those provided in the FAST Act by modifying the earlier streamlining regulations. You can read the interim final rule at <https://www.gpo.gov/fdsys/pkg/FR-2017-12-12/pdf/2017-26697.pdf>.

Besides streamlining fixed income stipulations, the interim final rule states that an owner may:

- Make utility reimbursements of \$45 or less per quarter (\$15 a month) on a quarterly basis.
- Accept family declaration of assets under \$5,000. Third-party verification of all family assets is required every three years.

- For all businesses that use The Work Number for proof of employment, their employees have access to their pay history at no charge. If your company does not collect The Work Number reports due to fees, remember that you can ask the tenant to print off and provide the pay information instead.  
<https://www.theworknumber.com/>



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### Upcoming 2018 Events:

August 16, 2018

LeadingAge Minnesota Senior Living NOW!

<https://www.leadingagemn.org/education-events/midsummer-senior-living-conference/>

October 24-25, 2018

RBD HUD Today 2018 - <https://www.rbdnow.com/class-training>

St Paul, MN

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