

**Government of the District of Columbia  
Department of Housing and Community Development**



**Reporting Period: 2009 Calendar Year  
Checklist for LIHTC and HOME Document Submission and Electronic Filing**

**To: Department of Housing and Community Development  
Office of Program Monitoring Division**

**From:**

**Date:**

**Re: \_\_\_\_\_, L.P.**

- Checklist for LIHTC and HOME Document Submission and Electronic Filing
  - Hard Copy**
  
- Executed copy of the **2009** LIHTC and HOME Owner's Certificate of Continuing Program Compliance (**Signed by an authorized member of the ownership entity**)
  - Hard Copy**
  
- Building Status Report: Submit for *Each* Building with LIHTC and or HOME Units
  - Hard Copy**
  - Electronic**
  
- Attachment 1, Current History of Project Contacts:
  - Hard Copy**
  - Electronic**
  
- Attachment 2, Project Specifics
  - Hard Copy**
  - Electronic**
  
- Vacancy Table:
  - Hard Copy**
  
- 2009 Utility Allowance Support Documentation
  - Hard Copy**
  
- Compliance Monitoring Fees per invoice**