

January 23, 2023

RE: FDIC Annual Reporting Requirements

The Louisiana Housing Corporation (“LHC”) is responsible for monitoring compliance throughout the term of the Land Use Restriction Agreement (the “LURA”) for each Federal Deposit Insurance Corporation (FDIC) property. Monitoring is conducted pursuant to the provisions of the FDIC Affordable Housing Program, the LURA and other legal governing documents. Owners of FDIC properties are required to comply with Annual Reporting requirements as outlined in the governing documents.

Owners of FDIC properties are required to comply with the annual reporting and payment requirements outlined below by February 15, 2023:

- FDIC Owner Certification of Program Compliance
- FDIC Compliance Report Summary – Part A
- FDIC Compliance Unit Status Report – Part B
- FDIC Tenant Income Certification (TIC) for Qualified Units (QU)
- Property Data Sheet
- Administrative Fee - see attached invoice

Please note the following changes:

Electronic Document Submission:

NextGen-WCMS (<https://webapps19.lhc.la.gov/auth/login>):

Annual submission documents for each property are required to be uploaded to the HDS NextGen System (formerly HDS-WCMS) as an attachment in the Asset Management Module of the system. Entities previously registered in the former system, HDS-WCMS, will not need to register again and will have access by utilizing previously established credentials. New registrants should register as both a Compliance User and Asset Management User. The attachment should be saved as one file and labeled as follows, “**Project Name – Project ID# –2022 AOC**”. Please notify the Asset Management staff via email at Assetmanagement@lhc.la.gov when the documents have been uploaded in the NextGen system.

Forms / Next Gen Upload Instructions:

Please view our website at <https://www.lhc.la.gov/asset-management>, Manuals & Resources Section / Owner Certification and Submissions Documents.

Annual Administrative Fees:

Submit the check (include the Project ID#) and a copy of the invoice for each property to the following:

Louisiana Housing Corporation
Attention: Asset Management
2415 Quail Drive
Baton Rouge, LA 70808

Pursuant to Section 4.6 and 6.1 of the LURA, failure to submit the required fees and documents by the due date may cause the property to be assessed an additional administrative fee and non-compliance reporting to the FDIC.

Additionally, failure to comply with the terms and conditions of your agreements may result in the disqualification from participation in future awards and/or programs administered by the LHC. Should you have any questions, please contact the Asset Management staff via email at AssetManagement@lhc.la.gov.

Sincerely,
LHC Asset Management Department