

MHDC Annual Reporting Schedule – 2016-2017

2016 Annual Financial Statements – Submit via [AMRS](#) within 90 days of fiscal year-end, more info at MHDC’s website [here](#)

Development Budgets for 2017 – Submit via [AMRS](#) by November 15, 2016, more info at MHDC’s website [here](#). **Submit budget for 2017** via AMRS by November 15, 2017.

Rent Increase Requests – submit with budget via [AMRS](#) between October 1, 2017 and December 31, 2017, more info at MHDC’s website [here](#).

Monthly Occupancy Reports – submit via [AMRS](#) by the 10th of each month for previous month’s data

Quarterly Utility Allowance Reporting – submit via [AMRS](#) by the last day of each quarter

Annual Owner’s Certification of Continuing Program Compliance – submit via [COL](#) according to the schedule below, and more info can be found at MHDC’s website [here](#). This is now required in the “Detail” format, as opposed to the “Summary” format, due to reporting requirements enacted in HERA. The signed paper form of Exhibit A and other backup documents are due in MHDC’s offices by the last day of the month in which the report is due.

<i>Placed In Service Date</i>	<i>Annual Report Due Date</i>	<i>Activity Period</i>
1990,1991,1992,1993, 2006, 2010, 2014	April 15	Apr. 1 – Mar. 31
1994,1995,1996,1997, 2007, 2011, 2015	July 15	Jul. 1 – Jun. 30
1998,1999,2000,2001, 2008, 2012, 2016	October 15	Oct. 1 – Sept. 30
2002,2003,2004,2005, 2009, 2013, 2017	January 15	Jan. 1 – Dec. 31

(The COL due dates are based on the year the **last** building was placed in service.)

For questions regarding the Certification-On-Line system, visit the FAQs on the MHDC website [here](#).