



# MISSOURI Rural Development

## MULTI-FAMILY HOUSING NEWS

Volume: 2013

December

### Hartle Real Estate

Jackson Villa was recently selected for tax credit funding and a total rehab of all 48 units was completed. Included as part of the rehab was new flooring, windows, appliances, bathroom fixtures, etc. The property is now “like new.”

#### **Before**

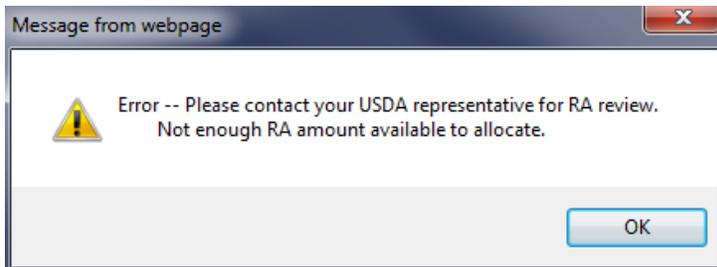


#### **After**



### Rental Assistance Payments

Due to budget cuts because of sequestration and the Continuing Resolution we are currently under until January 15, 2014, several properties have Rental Assistance (RA) contracts where all the funds have been expended. Unfortunately our Agency is not able to obligate funds to renew the contracts prior to payment due dates resulting in payments not being able to be processed through the Management Interactive Network Connection (MINC). If you receive the following message, you need to follow the guidance below:



1. Go into MINC website
2. Login under MA Users
3. Click on Project worksheets
4. Select the project you want
5. Click on the view button – the project worksheet will pop up. Print this document.
6. Next click on the 3560-29 button – the notice of payment due report will pop up. Print this document. You must sign this document, or CSC will not process your payment, and you may incur late fees.
7. Send the 3560-29 form and the project worksheet to the following address.

USDA, Rural Development  
Multifamily Housing Payments  
PO Box 979082  
St. Louis, MO 63197-9000

## Evictions

Our Agency has fielded several questions about when an Eviction transaction should be transmitted through Management Interactive Network Connection (MINC).

While we realize there are many reasons to evict a tenant, unfortunately we cannot accept eviction transmissions if the reason is anything other than failure to recertify (7 CFR 3560.208).

The process we go through when an eviction is transmitted from the borrower is that the Centralized Servicing Center (CSC) in St. Louis, Missouri sends an email to the servicing office asking if the eviction meets the requirements of 7 CFR 3560.208. If you have not provided the information to the servicing office, they will ask you for the documentation to show what the reasons for eviction include. If it does not include failure to recertify, our Agency has no other choice but to tell CSC to reject the transaction.

If the borrower is able to document that all recertification notifications have been issued to the tenant with no response, the tenant will be charged note rent until the lease is terminated (meaning they will be paying overage). If you end up going to court over the eviction, you should be sure to include the overage amount as unpaid rent.

If you should have any questions regarding this information, please contact your local servicing office.

### MINC CHANGE

**Beginning in December 2013, project worksheets will now become available (be ready for your review) in MINC on the 20<sup>th</sup> of each month. This will allow additional time for tenant transactions to be correctly reflected on worksheets.**

**PLEASE SHARE OUR NEWS WITH  
YOUR SITE MANAGERS**

## If you have questions, who should you contact?

- For payments and tenant certification questions, contact CSC:

USDA, Rural Development  
Multifamily Housing Payments  
PO Box 979082  
St. Louis, MO 63197-9000  
Phone: 1-866-600-7984  
Fax: 1-314-457-4472  
Email: [Multifamily@stl.usda.gov](mailto:Multifamily@stl.usda.gov)

- For budget issues (completing or transmitting), contact your local servicing office. To find your local service office please click on the attached link;

<http://www.rurdev.usda.gov/MO-offices-mfh-cp.html>

- For MINC issues, contact Rachel Hartman at the Missouri State office:

Rachel Hartman  
Housing Program Technician  
USDA, Rural Development  
601 Business Loop 70 West  
Parkade Center, Suite 235  
Columbia, MO 65203  
Phone: 573-876-0990

- For the RD Voucher Program:

Quadel Consulting Corporation  
ATTN: USDA Vouchers  
1200 G Street, NW, Suite 700  
Washington, DC 20005  
Phone: 1-866-258-1167  
Fax: 1-888-801-0511

Or

Rachel Hartman  
Housing Program Technician  
USDA, Rural Development  
601 Business Loop 70 West  
Parkade Center, Suite 235  
Columbia, MO 65203  
Phone: 573-876-0990

## MOCARH Questions

RD Staff recently gave training at the MOCARH fall training meetings. Below are miscellaneous questions that came out of that training:

1. How are reverse mortgages handled?
  - a. In order for the homeowner to receive a reverse mortgage, they must live in their own home. The loan is due when they move out of the house for more than 12 consecutive months. The title remains in the name of the homeowner so they would count the home as an asset. The proceeds are not subject to income tax and IRS does not consider the loan proceeds as income. For public benefits, the proceeds would be considered liquid assets. Additional information can be found at [http://en.wikipedia.org/wiki/Reverse\\_mortgage](http://en.wikipedia.org/wiki/Reverse_mortgage).
2. A tenant received too much in Medicaid payments in previous years so deductions are being made for the overpayment this year. Do we count the gross amount or the net amount (after the deduction)?
  - a. The response is we count it the same as we would for Social Security overpayments (gross minus the deduction for the overpayment).
3. Can maintenance expenses be deducted from the income generated by an asset?
  - a. The answer is no. You would count the GROSS income from the asset with no deductions for maintenance expenses.
4. How would count the Social Security income received as a debit card?
  - a. You would treat these the same as a checking account. If tenants indicate they cannot receive statements/balances, inform them they can be obtained by either calling 1-888-741-1115 or by going on the website [www.usdirectexpress.com](http://www.usdirectexpress.com). They will have to set up an account on-line but they can access balances from this website.

## Property Damage

Unfortunately unforeseen events like fires, strong winds, tornadoes, individuals driving their car through the wall, etc., can wreak havoc on a property. If your property is damaged for any reason, please remember **you are required to contact your servicing office to report the damage and what steps have been taken to secure the property and/or protect tenants.** Our staff will advise you of the information you will need to provide in order to make sure Letters Of Priority Entitlement letters are issued to those in need and that any needed repairs are handled in accordance with our regulations (including but not limited to a list of tenants affected, scope of work for the needed repairs, specifications of the materials being used, etc.).



Front Row: Rachelle Long, Pam Anglin, Nancy Long  
Back Row: Josh Wilson, Rachel Hartman, Patty Papen

## OUR STAFF:

[Pam Anglin](#), Director  
[Rachelle Long](#), Housing Specialist  
[Nancy Long](#), Housing Specialist  
[Rachel Hartman](#), Housing Technician  
[Patty Papen](#), Housing Technician  
[Josh Wilson](#), Student Trainee

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601 Business Loop 70 W  
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