

**DHCD-Required Certifications and Submissions
Local Housing Authority Fiscal Year End 12/31/2019**

Certification/Submission	Deadline	Original Due Date	Extended Due Date
Performance Management Review (PMR) Site Visit	Exact date to fall between late April & early June, 2020	4/23/2020 - 6/10/2020	PMRs will start week of 5/4 (PMR to be conducted remotely)
PMR Report Completed & Optional LHA Response	OPTIONAL LHA Response: Electronic submission due 30 days after LHA receives PMR Report from DHCD	30 days after LHA receives PMR Report	No extension at this time.
Agreed Upon Procedures (AUP) Site Visit Conducted - AUP to LHA for Response	Seven (7) months after LHA's fiscal year-end under review	7/30/2020	9/30/2020
Agreed Upon Procedures (AUP) Report Due to DHCD	Eight (8) months after LHA's fiscal year-end under review	8/31/2020	12/31/2020
Board Member Training	Varies	Varies	No extension. Training done remotely.
Voucher Submissions (Section 8 NC/SR Only)	10th day of current month for next month's voucher	5/10/2020 for June 2020 voucher	No extension at this time
Tenant Certs / Special Claims (Section 8 NC/SR Only)	Weekly / As needed	Weekly / As needed	No extension at this time
Capital Improvement Plan (CIP) Submission	Submit with Annual Plan	See Annual Plan below	See Annual Plan below
Annual Plan	Ten (10) months after the LHA's Fiscal Year End	10/31/2020	No extension at this time