

David A. Paterson  
Governor



Brian E. Lawlor  
Commissioner

**New York State Division of Housing and Community Renewal**  
25 Beaver Street  
New York, NY 10004

**HOUSING MANAGEMENT BUREAU MEMORANDUM # 2010-B-05**

**To:** All Housing Companies  
Owners, Managing Agents and Site Managers

**From:** Robert Damico, Downstate Director  
Housing Management Bureau

**Date:** September 21, 2010

**Subject:** 2009 Data Request

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New York State Law requires DHCR to submit to the Legislature an annual report on all Mitchell-Lama housing companies. In order to prepare this report we need certain data from your housing company.

Please fill in the enclosed form based on your records for the referenced development as of December 31, 2009. Please return the form no later than Monday, October 11, 2010, to DHCR's Housing Management Bureau, 25 Beaver Street, New York, NY 10004, Attention: Mohammed Siddiqui.

Please direct any questions you may have to your Housing Management Representative or Mohammed Siddiqui at (212) 480-7340 or email him at [msiddiqui@nysdhcr.gov](mailto:msiddiqui@nysdhcr.gov).

A handwritten signature in black ink, appearing to be "R. Damico", written over a horizontal line.

Robert Damico

With Attachment

**2010 Annual Report to the Legislature-Project Data**

<b>Development Name</b>	<b>Development No.</b>	<b>Location</b>
<b>Management Rep.</b>	<b>Extension:</b>	

Rent/Carrying Charge Information Prior Report Current Report

**Rent/CC/Room/Mo as of 01/01/09**

**Rent/CC/Room/Mo as of 12/31/09** \_\_\_\_\_

Number of households receiving assistance under each of these subsidy programs as of 12/31/09

**Capital Grant, Number of Units** \_\_\_\_\_

**Rental Assistance Payments, Numbers of Units** \_\_\_\_\_

**Rental Supplements, Number of Units** \_\_\_\_\_

**Section 8, Number of Units** \_\_\_\_\_

**Sr. Citizen Rent Exemption, Number of Units** \_\_\_\_\_

**Low Income Housing Tax Credit, Number of Units** \_\_\_\_\_

\*Surcharges Collected for the year Ended 12/31/09 \$ \_\_\_\_\_

Maximum admission income:

**Admission Income Range Reported in previous report** **To**

**\*\* For federally-assisted developments only:**

**a) Current income limit for 1 person family** \_\_\_\_\_

**b) Current income limit for largest family size** \_\_\_\_\_

**\*\*\* For non-federally-assisted developments only:**

**a) Current income limit for smallest (least expensive) apartment** \_\_\_\_\_

**b) Current income limit for largest (most expensive) apartment** \_\_\_\_\_

Percentage of Apts. Occupied as of 12/31/09 \_\_\_\_\_

Project Financial Statistics

**Amount of Annual Amortization** \_\_\_\_\_

Mortgage Mortgagee Insured Rate Amount

\* Surcharges are the amount paid over the Mitchell lama (market) rent. Do not include excess income charges on Federal 236 rents.

\*\* For developments with Section 236 subsidy or Section \* New Construction/Substantial Rehabilitation subsidy, use the HUD Low Income limits for your locality as provided in the Management Bureau Memorandum.

\*\*\* Provide the maximum income limits for admission without the surcharge.

Preparer's Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Alternate Contact: \_\_\_\_\_ Telephone Number: \_\_\_\_\_