

Below is a record of CPM changes that have been made since the version issued on November 1, 2008 was published.

Chapter 2 of the CPM

2.02.06 HouseNY Program

Delete entire section, program not in operation.

2.04.03.B. (18) Eligible Projects

Remove items i-viii and preferences section. Refer to QAP for Green Building Energy Efficiency measures and preferences.

2.05.03 F. Eligible Project Costs

(ii) add “and the elimination of other hazardous substances,” after “the abatement of lead-based paint hazards”

2.05.04. A General Requirements for Rental Projects

Third paragraph – Reference OCD Design Handbook for information on HQS standards.

2.08.05 – Project Scoring and Ranking Criteria

Remove scoring and reference the SLIHC Regulation and QAP.

2.09.04 - UI

Change population number

“Neighborhood – An area within a municipality having a population of (~~53,000~~) 25,000 or more....”

2.10.06 RARP

Add the word “Costs” to the section title and remove it from the beginning of the first paragraph. Heading to read “2.10.06 Eligible Project Costs”

2.11.07 Regulatory Term

Change the first sentence to read as follows: “The regulatory term for an SPP project funded with HTF shall be 30 years. SPP projects funded with HOME shall have a regulatory term of 50 years.”

Chapter 5 of the CPM

5.03.03 and 5.08.03 - Appraisals

Add Item - “7. *Must provide a sales & ownership history for the last 5 years and /or the last two sales, whichever represents a shorter time frame.*”

Remove the mention of “sales history” in the last paragraph of both sections listed above. “*Other comments such as extraordinary assumptions, sales history, and type of transaction (i.e., arms-length) together with a table of contents and pagination will assist in the determination of site value.*”

Chapter 7 of the CPM

Housing Mgmt Bureau

7.05

Insert new sentence in 1st paragraph after the zip code:

“Electronic submission via e-mail to the project’s assigned DHCR Asset Management Representative is encouraged.”

Insert into 2nd paragraph, before the last sentence -

“All mortgagors have been sent correspondence which describes the HTFC required additional disclosures and information to be included in the Annual Audit, as well as a notification that indicates that failure to include this information and schedule will result in the audit report being considered incomplete upon its receipt by the HTFC.

7.05.02

Add the items in bold:

To demonstrate on-going project compliance with HOME program regulations, Project Owners are required to submit annually to DHCR, HUD form **HOME Monitoring Checklist 6-D** entitled **Project Compliance Report: Rental Housing** (the Form). The Form must be submitted to your assigned DHCR Asset Management Representative within 120 days of the close of the project’s fiscal year.

7.06.01

Amend the section on Application Fees to read:

:Fees, i.e. application fees, apartment prep fees, credit check fees, advance security deposits, etc. may not be charged to prospective tenants for admission to any HTF or HOME funded project.”

7.07

Add new sentence at end:

“In order to reduce processing time, review of proposed addendum/changes for compliance with applicable laws, by owner’s counsel, is highly recommended. “