

**From:** CHFA Multifamily <chfainformation@chfa.org>

**Sent:** Wednesday, February 10, 2021

**Subject:** Update - Inspections, Compliance Monitoring, Site Visits, etc.. Re: COVID-19

## CHFA MULTIFAMILY ANNOUNCEMENT

**Updated information on COVID-19 regarding Inspections, Compliance Monitoring, Site Visits and new CDC Guidance for Construction Workers**



**To: Developers, Community Members, Housing Authorities, Property Owners and Management Agents**

**This update is to replace the previous E-Blast Notice sent on March 20, 2020.**

Connecticut Housing Finance Authority (CHFA) continues to monitor the situation with COVID-19 in Connecticut and as additional information becomes available, reserves the right to update or modify the guidance below. Our objective is to ensure the highest degree of transparency in a rapidly changing environment.

In response to concerns related to COVID-19 and CHFA's operations, CHFA is providing the following update for compliance monitoring for the safety of residents, affordable housing partners, CHFA staff and consultants:

### **Asset Management Multifamily Site Visits - CHFA and SSHP Portfolio**

Routine on-site visits conducted by CHFA asset management staff are suspended until September 30, 2021. Site visits which are critical in nature or related to an emergency or immediate need as feasible will be required per current policies and procedures. In addition, asset managers will begin remote management reviews in February 2021. This will consist of a phone call or Zoom meeting with the Site Manager/Executive Director. The CHFA Site Visit/Management Review form will be used. After completing the form remotely, a drive-through visit may be scheduled with the Site Manager/Executive Director to perform an observation of the exterior of the building(s), and the property grounds. Interior common areas and units will not be observed at this time. Photos may be requested if the asset manager has concerns about interior common areas or units (vacant or occupied). Please contact your assigned asset manager if you have any questions.

### **Resident Complaint Site Visits / Inspections**

These are unscheduled site visits or inspections that occur as a result of resident complaints received by CHFA asset management staff. The decision on whether to conduct a resident complaint inspection will be made on a case-by-case basis. Factors to be considered will include the severity of alleged issue (e.g., life and safety issue), occupancy of the building (e.g., is the building age-restricted or otherwise occupied by particularly vulnerable populations), etc. Please contact your assigned asset manager if you have any questions.

### **Tax Credit Compliance Monitoring and Site Inspections - LIHTC**

Spectrum physical site visits, as part of CHFA's ongoing monitoring, have been suspended until September 30, 2021. Spectrum will continue to conduct electronic file reviews remotely. If electronic files cannot be provided, Spectrum will reschedule the file review for a later date. Please contact Colette Slover at [Colette.Slover@chfa.org](mailto:Colette.Slover@chfa.org) if you have any questions. Additional guidance can also be found in our [LIHTC Compliance Monitoring Process During COVID-19 and Safe Practices FAQs](#) which are updated and revised as needed.

### **Section 8 - REAC Inspections**

HUD is scheduling REAC property inspections based on risk data related to COVID-19. Inspections are conducted by HUD quality assurance inspectors in compliance with CDC guidelines. Please use this link for more information from HUD

[https://www.hud.gov/sites/dfiles/Housing/documents/HUD\\_Multifamily\\_Corona\\_OA\\_FINAL.pdf](https://www.hud.gov/sites/dfiles/Housing/documents/HUD_Multifamily_Corona_OA_FINAL.pdf).

### **Housing Tax Credit Contribution (HTCC) Program - Site Visits**

HTCC site visits occur quarterly once the awarded developments meet 25%, 50%, 75% and 100% complete in construction.

### **Construction Job Meetings and CHFA Field Observation**

The weekly construction job meetings held at the construction site with the contractor and sub-contractors should continue as planned given the construction schedule for each project. CHFA field observers attend these meetings on a bi-weekly basis to assess the construction progress, review and approve payment requisitions for funding and review and approve change order requests.

\* If the scheduled site visit is for new construction or rehabilitation with no residents in place, CHFA field observers will continue their work as planned.

\* If the scheduled site visit is for rehabilitation with residents in place, CHFA field observers will be directed to coordinate their activities with each property manager/owner/housing authority, as appropriate, and where possible, limit their interaction with residents of the property.

**CDC recommends construction workers get coronavirus vaccine**

Construction workers must follow the US Centers for Disease Control and Prevention (CDC) guidance to receive the coronavirus vaccine after other frontline essential workers, according to recommendations made by the U.S. Centers for Disease Control and Prevention's Advisory Committee on Immunization Practices. People in the construction sector would be included in the Phase 1C rollout. [Read more](#). Connecticut has been following CDC guidelines. CDC also has a dedicated webpage for Construction Workers: "[What Construction Workers Need to Know about COVID-19](#)".

In the event of a suspected case of a COVID-19 infection, CHFA recommends following the guidance of Governor Lamont, Connecticut health officials and the CDC. This would include encouraging residents to self-quarantine in their living units and contact their health care provider as soon as possible. For more information visit: <https://portal.ct.gov/Coronavirus>, <https://www.hud.gov/coronavirus> or <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/index.html>.

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