



WASHINGTON STATE
**HOUSING FINANCE
COMMISSION**

Nicole Bascomb-Green
Chair
Steve Walker
Executive Director

memorandum

TO: LIHTC Owners and Managers
FROM: Asset Management & Compliance Division
SUBJECT: **LIHTC Inspections and Noncompliance**

LIHTC property inspections are conducted **between March 1 and October 31** each year. WSHFC has contracted with U.S. Housing Consultants to complete all inspections. For more detail about how inspections are conducted, please review [the general inspection guidelines](#) on our website.

All inspections are conducted according to HUD's NSPIRE standards. For more information about NSPIRE, please visit HUD's website.

IMPORTANT - Properties with Multiple Public Funders

Due to increasing federal oversight concerning LIHTC inspections, we are no longer able to accept another funder's inspection in place of our LIHTC inspection, unless the inspection is a HUD REAC inspection. However, other public funders may be willing to accept a LIHTC inspection report in lieu of doing their own inspection. Please reach out to your other funders to discuss further.

If you have a REAC inspection date confirmed, please contact WSHFC immediately so we can cancel our inspection. Email Melissa Donahue, Asset Management & Compliance Manager, at melissa.donahue@wshfc.org.

IMPORTANT - Properties in their Federal Compliance Period (First Credit Year through Year 15)

Increasing federal pressure and IRS scrutiny have compelled WSHFC to change their position concerning deficiencies found at inspections. The Commission must report all deficiencies found at inspections, whether or not they are subsequently corrected.

The following reporting process is in place for projects in their Federal Compliance Period:

1. Within two weeks after an inspection, WSHFC will issue a deficiency letter to the owner/manager with the list of items to be fixed.
2. The date of the deficiency letter will start a 90 day correction period. At the end of 90 days, if all deficiencies have been corrected, Form 8823 will be sent to the IRS in a corrected state.
3. If all deficiencies have NOT been resolved, Form 8823 will be sent to the IRS in an uncorrected state.

Issuing a corrected Form 8823 will be contingent on receiving sufficient documentation to prove all deficiencies have been cured. If there is not enough documentation provided or the documentation is unclear, Form 8823 will be issued in an uncorrected state.

NOTE: If an owner submits documentation to cure outstanding deficiencies AFTER we have issued the uncorrected 8823, we will issue a fully corrected 8823 at the time of the next annual report review.

Additional guidance:

- For any project which is now past Year 15, uncorrected deficiencies will result in the issuance of a State Noncompliance Notice.
- If deficiencies are corrected within 90 days of WSHFC's deficiency notification letter, no State Noncompliance Notice will be issued.

Thank you for your understanding and thank you for providing safe, sanitary and decent housing to the citizens of Washington State.

[Melissa Donahue](#), Manager
Asset Management & Compliance Division
WA State Housing Finance Commission

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