

management review and inspections calendar



chfa asset management

program	physical inspection: number of units to inspect	file review: number of files to review	review and inspection frequency
FHA-insured Loans Risk Share • 542(c) • 223(f) • 221(d)3 • 221(d)4	Minimum of 2 units of each size	<ul style="list-style-type: none"> • 15% or minimum of 10 • 100% if less than 10 	Annually
Non-FHA-insured Loans SMART • CHFA/HOF • FAF/HOF	<ul style="list-style-type: none"> • 20% or minimum of 10 • 100% if less than 10 	<ul style="list-style-type: none"> • 15% or minimum of 10 • 100% if less than 10 	Every 3 years or annually (if necessary)
LIHTC	Lesser of: <ul style="list-style-type: none"> • 20% of LIHTC units; or • Based on the minimum unit sample size set forth in the Minimum Unit Sample Sizes chart (see reverse) 	Lesser of: <ul style="list-style-type: none"> • 20% of LIHTC units; or • Based on the minimum unit sample size set forth in the Minimum Unit Sample Sizes chart (see reverse) 	<ul style="list-style-type: none"> • First year: Within 12 months of Placed in Service date • Subsequent years: Minimum of every 3 years
LIHTC Post Y-15	<ul style="list-style-type: none"> • 10% or a minimum of 10 • 100% if less than 10 	<ul style="list-style-type: none"> • 10% of the LIHTC units or minimum of 10 files • 100% if less than 10 	Minimum of every 5 years or annually (if necessary)
RTC	Minimum of 2 units of each size	15% of the RTC files or minimum of 10	Minimum of every 3 years
80/20	Minimum of 2 units of each size	10% of 80/20 files or minimum of 10 and maximum of 20	Minimum of every 3 years

minimum unit sample sizes

number of units in project	number of units selected for inspection/certification review
1	1
2	2
3	3
4	4
5-6	5
7	6
8-9	7
10-11	8
12-13	9
14-16	10
17-18	11
19-21	12
22-25	13
26-29	14
30-34	15
35-40	16
41-47	17
48-56	18
57-67	19
68-81	20
82-101	21
102-130	22
131-175	23
176-257	24
258-449	25

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