

Average Income Test Annual Reporting Instructions

The annual reporting instructions in this document are intended for sites that selected Average Income on Part II of the 8609.

The instructions on the following pages provide the steps for reporting the:

- 1. Average Income Test Qualified Group of Units (AIT QGU),
- 2. Applicable Fraction Qualified Group of Units (Applicable Fraction QGU),
- 3. Unit Designation Changes, and
- 4. Excluded Units

using the Occupancy and Demographics report generated from the online tenant monitoring system.

To learn more about Virginia Housing's guidelines on the Average Income Test, review the written guidance on the <u>Compliance Monitoring page</u> on our website.

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	Williams	Х	May 3, 2022 - Unit designation		
			change from 70% to 40% for		
	3		approved tenant transfer	40%	40%
	Jones	х	Vacant - Unit designation		
			change from 40% to 70% due to		
	4		a unit transfer with unit #102	70%	70%
	5 Addams	Excluded	Casualty Loss	50%	50%
	6 Harrison	X		50%	50%
	7 Lucas	X		50%	50%
	8 Bobinson	X		60%	60%
	9 Brown	X		80%	80%
	10 Brooks	Λ		50%	50%
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