

6/1/2023



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Friendly Reminder! HUD ANNUAL DATA Submission

**Submission due by
Noon Friday June 30, 2023**

Mark your Calendar! Georgia's annual HUD Data Submission is due soon. This submission is a HUD congressional mandate and is required under the Housing and Economic Recovery Act (HERA), of 2008. DCA is required to submit demographic and economic data on LIHTC tenants and data for properties receiving tax credit funding.

This year's submission includes 2022 tenant data reported in Emphasys and data for properties placed-in-service in 2022. To ensure data is collected and correctly submitted to HUD by the deadline, please submit your 2022 tenant data to Emphasys by June 30th.

We are working expeditiously to input all properties placed in service during 2022 into the system. If you have not previously received correspondence from DCA regarding Emphasys property or unit setup, please send a list of all properties missing from the system which have placed in service in 2022 or earlier to hfdemphasys@dca.ga.gov. Be sure to include the property name, GA ID#, and the date of first building placed-in-service for each property which you listed. Also, please complete the Placed In Service Form and Emphasys Unit Spreadsheet for each missing property. These forms may be found [here](#). We will be sure to have the property(s) set up promptly thereby allowing for submission of the tenant data by the deadline.

Please also know that we are aware of some out-of-compliance errors occurring which are due to system issues and glitches. Emphasys is working on these issues, and you will not be considered out of compliance for not having your tenant data submitted due to system issues.

Thank you for your assistance. And as always, please contact hfdemphasys@dca.ga.gov if you have any questions.

Georgia Department of Community Affairs | 60 Executive Park South NE, Atlanta, GA 30329

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