

## 9. Property Management Plan

Community Realty Management (“CRM”), a full service real estate management and investment property management organization in existence since 1974, will be the property manager. CRM specializes in the compliance of affordable housing properties and brings decades of experience with LIHTC and HUD regulations. CRM staff maintain all relevant licenses and certifications within the industry, attending regular trainings to ensure that employees are up-to-date with the latest rules and regulations. CRM’s on-site property manager will hold the leases, collect rents, supply maintenance services, and manage transfers and unit turnover. They will further ensure that all resident applicant meet all ACC and LIHTC qualification standards; provide annual recertification; and perform home inspections.

Together with LHDC, CRM will assess potential participants to ascertain whether they are interested in living in supportive independent housing, have been referred by one of the anticipated referral sources, and meet the income and other criteria for qualification. A main referral source will be the Nursing Home Transition (NHT) program that on which LRI has partnered with Philadelphia Corporation for Aging (PCA) to help move people out of nursing facilities and return to community based living. The NHT program is a program to assist residents of long term care facilities with moving into community-based living. The program provides support to eligible residents. Please see brochure on the Nursing Home Transition Program at the end of this section.

Liberty52 will maintain a site-based waiting list of all qualified applicants who have completed the assessment and screening process (including application, interview and orientation). The waitlist will be maintained in compliance with all regulations promulgated by HUD, as modified under PHA’s MTW Agreement and its Administrative Plan.

Liberty52 is permitted to close all or a part of its waiting list, depending on factors such as their turnover rate, existing vacancy patterns, and the way preferences are structured by the referrals source based upon program and housing eligibility criteria. All of the available units are one-bedroom units and are considered equal, therefore eliminating a need for sub-lists to the waiting list.

The waiting list will remain active at all times. There will be no movement on the waiting list until a vacant unit has been inspected and approved re-occupancy. Once a unit is available, the first person on the waitlist will be contacted to determine that they are still interested in the program and housing, and if not, then the property manager will move onto the next person on the waiting list.

Please find enclosed the Management and Tenant Selection Plan at the end of this section for further details on property management.