

## The CLIHTF Notes



Please don't forget to participate in our satisfaction survey! We would love to learn how to better serve our participants! **Click [HERE](#), or scroll to the bottom of the newsletter to take the survey.**

## Holiday Hours of Operation

### Holiday Hours:

**Christmas Eve - 12/24/20:** 8:00 AM - 2:00 PM

**Christmas Day - 12/25/20:** Closed

**New Years Day - 1/1/21:** Closed

**Martin Luther King, Jr. Day - 1/18/21:** Closed

### Office Hours:

**Monday**  
**8:30 AM - 4:30 PM**

**Tuesday**  
**8:30 AM - 4:30 PM**

**Wednesday**  
**Closed**

**Thursday**  
**8:30 AM - 4:30 PM**

**Friday**  
**8:30 AM - 4:30 PM**



## Upcoming Events!

CLIHTF is now offering training webinars and resources in both English and Spanish! Please click [\*\*HERE\*\*](#) to access this newsletter in Spanish!

On **January 6, 2021**, CLIHTF will be hosting a quarterly roles, responsibilities, and policies training webinar *for Social Service Agencies*.

On **January 11, 2021** CLIHTF will be hosting an interactive training webinar *for Landlords* on how to complete our 2021 Rental Subsidy Program Annual Agreement.

On January 13, 2021, CLIHTF will be hosting informational webinars in both **English** and **Spanish** on our Rental Subsidy Program.

Please click either of the links to the right to register for any of the upcoming webinars!



Register for our Social Service Agency Training on 1/06/21

Register for our RSP Annual Agreement Webinar on 1/11/21

Register for our RSP Webinar in English on 1/13/21

Register for our RSP Webinar in Spanish 1/13/21

## Important Memos!

**Please Read!**



### **1. Chicago Heat Ordinance:**

The Department of Building enforces the Chicago Building Code, which includes the Chicago Heat Ordinance. The Heat Ordinance mandates that during cold weather months landlords supply heat to rental units or to any unit where owners do not have individual control of the heat.

**From September 15 through June 1, the temperature inside a rental residence is required to be at least 68 degrees from 8:30 AM to 10:30 PM, and at least 66 degrees from 10:30 PM to 8:30 AM.**

Landlords face fines of up to \$500 per day, per violation, for each day they do not supply adequate heat. The reason for lack of heat does not matter -- landlords must follow the law, and apartments must be heated.

### **2. End of Year Compliance:**

The Trust Fund will not pay out subsidies to participants who have not returned their completed 2020 agreement with correct documentation and information

### **3. 2021 Quarter 1 Payments:**

2021 Quarter 1 payments will be disbursed the week of January 4th, 2021 if the property owner is in compliance with Rental Subsidy Program guidelines, and if ALL property owner documents are current.

### **4. CLIHTF WILL BE MOVING TO A NEW ONLINE SYSTEM IN 2021:**

The Chicago Low-Income Housing Trust Fund (CLIHTF) will be releasing a new online system, Trust Fund Central, in spring of 2021. Trust Fund Central is an integrated program management solution designed to incorporate CLIHTF's various document management portals into one system. Please click the button below to learn more about Trust Fund Central, and how you can learn to use this new system.

**Click here to learn more about CLIHTF's new document management portal, Trust Fund Central!**

## **Did You Know?**

**Landlords must submit tenant income certifications (exhibits I-1 & I-2) for each of the following occasions:**

- **Annually**, when the landlord renews the lease agreement with the tenant
- **Every time** a new tenant applies to move into a vacant unit
- **Every time** there is a change in a tenant's household size or income

[Click here for a Copy of Exhibit I-1 and I-2 for 2021](#)

## Learn More!

[Click here for an introduction to our Rental Subsidy Program \(Landlords\)](#)

[Click here to take an interactive Quiz on our Rental Subsidy Program Guidelines \(Landlords\)](#)

[Click here for an introduction to our Rental Subsidy Program \(Social Service Agencies\)](#)

[Click here for a downloadable copy of our Rental Subsidy Program Guidelines \(Landlords/Social Service Agencies\)](#)

[Click here to learn how you can help housing-insecure families this holiday season](#)

[Click here to learn more about housing-insecurity in your community](#)

## Access Our Educational Resources!

Please click on any of the links to the left to access CLIHTF's educational resources. These resources are designed to inform participants about CLIHTF's program policies and objectives.



## Monthly Poll

How long have you been a Chicago Low-Income Housing Trust Fund Participant?

0-3 years

Select

3 years to 5 years

Select

5 years to 10 years

Select

10+ years

Select

### *Please take our Accessibility Survey for Property Owners*

In an effort to promote housing equality for individuals with disabilities, The Chicago Low-Income Housing Trust Fund is conducting a survey to learn more about accessible units in our program!

**Take the  
Survey!**

### *Tell Us How We Are Doing!*

Don't forget to take our satisfaction survey! Click the button below to submit your feedback. We are looking forward to hearing from you!

**Take the Survey**



The Chicago-Low Income Housing Trust Fund | [Website](#)