

**Cooper Square Housing Development  
Fund Company, Inc.  
HUD Project No. 012-EH-243**

Financial Statements and  
Supplementary Information

June 30, 2017 and 2016



**BAKER TILLY**

Candor. Insight. Results.

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Table of Contents  
June 30, 2017 and 2016

	<u>Page</u>
<b>Independent Auditors' Report</b>	1
<b>Financial Statements</b>	
Statements of Financial Position	4
Statements of Activities	6
Statements of Cash Flows	8
Notes to Financial Statements	10
<b>Supplementary Information</b>	
Supplementary Data Required by HUD	17
Schedule of Expenditures of Federal Awards	23
Notes to Schedule of Expenditures of Federal Awards	24
<b>Internal Control and Compliance Reports</b>	
Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	25
Independent Auditors' Report on Compliance for Each Major Federal Program and on Internal Control Over Compliance Required by the Uniform Guidance	27
Schedule of Findings and Questioned Costs	29
Summary Schedule of Prior Year's Audit Findings	30
<b>Mortgagor's Certification</b>	31
<b>Management Agent's Certification</b>	32

## **Independent Auditors' Report**

Board of Trustees  
Cooper Square Housing Development Fund Company, Inc.

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Cooper Square Housing Development Fund Company, Inc. (the "Corporation"), HUD Project No. 012-EH-243, which comprise the statement of financial position as of June 30, 2017, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of the June 30, 2017 financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Corporation as of June 30, 2017, and the changes in its net deficit and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### **Prior Period Financial Statements**

The financial statements of the Corporation as of and for the year ended June 30, 2016 were audited by other auditors and, in their report dated September 23, 2016, they expressed an unmodified opinion on those financial statements.

### **Report on Supplementary Information**

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects in relation to the financial statements as a whole.

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information required by HUD included in the report (shown on pages 17 to 22) is presented for purposes of additional analysis and is not a required part of the financial statements. The aforementioned information has been prepared in the prescribed format and following the instructions of the United States Department of Housing and Urban Development. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated September 25, 2017, on our consideration of the Corporation's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Corporation's internal control over financial reporting and compliance.

*Baker Tilly Virchow Krause, LLP*

New York, New York  
September 25, 2017

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

Statements of Financial Position  
June 30, 2017 and 2016

	<u>2017</u>	<u>2016</u>	
<b>Assets</b>			
<b>Current Assets</b>			
1120	Cash, operations	\$ 269,527	\$ 321,250
1130	Tenant accounts receivable	8,982	49,103
1131	Allowance for doubtful accounts	(4,418)	(42,883)
1135	Accounts receivable, HUD	54,628	-
1200	Prepaid expenses	<u>147,631</u>	<u>137,440</u>
1100T	Total current assets	<u>476,350</u>	<u>464,910</u>
<b>Deposits Held in Trust, Funded</b>			
1191	Tenant deposits	<u>37,159</u>	<u>35,606</u>
<b>Restricted Deposits and Funded Reserves</b>			
1320	Reserve for replacements	247,842	227,472
1340	Residual receipts reserve	<u>14,470</u>	<u>539</u>
1300T	Total restricted deposits and funded reserves	<u>262,312</u>	<u>228,011</u>
<b>Fixed Assets</b>			
1410	Land	93,250	75,500
1420	Buildings	12,776,939	12,673,043
1440	Building equipment, portable	137,890	127,764
1465	Office furniture and equipment	57,160	37,691
1490	Miscellaneous fixed assets	<u>22,119</u>	<u>30,374</u>
1400T	Total fixed assets	13,087,358	12,944,372
1495	Less accumulated depreciation	<u>(9,052,607)</u>	<u>(8,656,863)</u>
1400N	Net fixed assets	<u>4,034,751</u>	<u>4,287,509</u>
1000T	Total assets	<u>\$ 4,810,572</u>	<u>\$ 5,016,036</u>

See notes to financial statements

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

Statements of Financial Position  
June 30, 2017 and 2016

		<u>2017</u>	<u>2016</u>
<b>Liabilities and Net Deficit</b>			
<b>Current Liabilities</b>			
2110	Accounts payable, operations	\$ 211,623	\$ 227,047
2120	Accrued wages payable	22,614	17,570
2121	Accrued payroll taxes payable	1,730	1,331
2123	Accrued management fee payable	9,922	9,275
2131	Accrued interest payable, first mortgage	43,048	46,236
2170	Mortgage payable, first mortgage, current maturities	453,547	413,623
2210	Prepaid revenue	<u>4,441</u>	<u>5,876</u>
2122T	Total current liabilities	<u>746,925</u>	<u>720,958</u>
<b>Deposit Liabilities</b>			
2191	Tenant deposits held in trust (contra)	<u>36,755</u>	<u>35,606</u>
<b>Long-Term Liabilities</b>			
2320	Mortgage payable, first mortgage, net of current maturities	<u>5,131,032</u>	<u>5,584,579</u>
2300T	Total long-term liabilities	<u>5,131,032</u>	<u>5,584,579</u>
2000T	Total liabilities	<u>5,914,712</u>	<u>6,341,143</u>
<b>Contingencies</b>			
<b>Net Deficit</b>			
3131	Unrestricted net deficit	<u>(1,104,140)</u>	<u>(1,325,107)</u>
3130	Total net deficit	<u>(1,104,140)</u>	<u>(1,325,107)</u>
2033T	Total liabilities and net deficit	<u>\$ 4,810,572</u>	<u>\$ 5,016,036</u>

See notes to financial statements

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

Statements of Activities

Years Ended June 30, 2017 and 2016

	<u>2017</u>	<u>2016</u>
<b>Revenue</b>		
<b>Rental Revenue</b>		
5120	\$ 476,928	\$ 478,614
5121	2,116,609	2,088,934
5100T	<u>2,593,537</u>	<u>2,567,548</u>
<b>Vacancies</b>		
5220	(19,588)	(18,706)
5200T	<u>(19,588)</u>	<u>(18,706)</u>
5152N	2,573,949	2,548,842
5300	59,360	32,394
<b>Financial Revenue</b>		
5430	16	1
5440	81	176
5400T	<u>97</u>	<u>177</u>
<b>Other Revenue</b>		
5910	4,585	4,800
5920	1,730	100
5990	22,993	5,372
5900T	<u>29,308</u>	<u>10,272</u>
5000T	<u>2,662,714</u>	<u>2,591,685</u>
<b>Expenses</b>		
<b>Administrative Expenses</b>		
6203	39	808
6204	-	5,300
6250	461	603
6310	87,499	83,971
6311	36,287	35,721
6320	114,699	112,992
6330	50,789	44,225
6331	19,248	18,312
6340	11,251	5,071
6350	12,000	13,490
6351	38,346	44,668
6370	10,351	17,444
6390	3,955	4,643
6263T	<u>384,925</u>	<u>387,248</u>
<b>Utilities Expenses</b>		
6450	38,361	46,592
6451	38,687	38,407
6452	67,627	72,587
6453	61,512	61,068
6400T	<u>206,187</u>	<u>218,654</u>

See notes to financial statements

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

Statements of Activities

Years Ended June 30, 2017 and 2016

	<u>2017</u>	<u>2016</u>
<b>Operating and Maintenance Expenses</b>		
6510 Payroll	\$ 76,046	\$ 66,997
6515 Supplies	41,656	38,191
6520 Contracts	108,356	92,834
6530 Security payroll/contract	146,298	138,275
6546 Heating/cooling repairs and maintenance	7,913	5,221
6500T Total operating and maintenance expenses	<u>380,269</u>	<u>341,518</u>
<b>Taxes and Insurance</b>		
6710 Real estate taxes	288,352	269,635
6711 Payroll taxes (project's share)	15,694	14,459
6720 Property and liability insurance (hazard)	88,924	96,544
6722 Workmen's compensation	8,288	5,778
6723 Health insurance and other employee benefits	71,827	60,844
6790 Miscellaneous taxes, licenses, permits and insurance	4,551	1,428
6700T Total taxes and insurance expense	<u>477,636</u>	<u>448,688</u>
<b>Financial Expense</b>		
6820 Interest on first mortgage payable	534,401	571,092
6800T Total financial expense	<u>534,401</u>	<u>571,092</u>
6900 Nursing home/assisted living/board and care/ other elderly care expenses	62,637	62,586
6000T Total cost of operations before depreciation	<u>2,046,055</u>	<u>2,029,786</u>
5060T Profit before depreciation	<u>616,659</u>	<u>561,899</u>
<b>Depreciation</b>		
6600 Depreciation expense	395,744	380,187
Total depreciation	<u>395,744</u>	<u>380,187</u>
5060N Operating income	220,915	181,712
<b>Corporate or mortgagor entity revenue</b>		
7105 Entity revenue	(52)	(207,424)
Total expenses	2,441,747	2,202,549
3250 Change in net deficit	220,967	389,136
<b>Net Deficit, Beginning of Year</b>	<u>(1,325,107)</u>	<u>(1,714,243)</u>
<b>Net Deficit, End of Year</b>	<u>\$ (1,104,140)</u>	<u>\$ (1,325,107)</u>

See notes to financial statements

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

Statements of Cash Flows

Years Ended June 30, 2017 and 2016

	<u>2017</u>	<u>2016</u>
<b>Cash Flows from Operating Activities</b>		
S1200-010 Rental receipts	\$ 2,500,294	\$ 2,506,025
S1200-020 Interest receipts	97	177
S1200-030 Other operating receipts	88,668	48,543
	<u>2,589,059</u>	<u>2,554,745</u>
S1200-040 Total receipts		
S1200-050 Administrative expenses paid	(111,529)	(89,143)
S1200-070 Management fees paid	(114,052)	(106,053)
S1200-090 Utilities paid	(229,562)	(217,250)
S1200-100 Salaries and wages paid	(355,588)	(332,075)
S1200-110 Operating and maintenance paid	(157,036)	(199,271)
S1200-120 Real estate taxes paid	(299,940)	(269,635)
S1200-140 Property insurance paid	(88,924)	(96,544)
S1200-150 Miscellaneous taxes and insurance paid	(4,152)	(1,316)
S1200-160 Net tenant security deposits received	-	361
S1200-170 Other operating expenses paid	(151,552)	(143,667)
S1200-180 Interest paid on first mortgage	(537,589)	(574,000)
S1200-225 Entity/construction disbursements	(21,278)	-
	<u>(2,071,202)</u>	<u>(2,028,593)</u>
S1200-230 Total disbursements		
S1200-240 Net cash provided by operating activities	<u>517,857</u>	<u>526,152</u>
<b>Cash Flows from Investing Activities</b>		
S1200-250 Net deposits to reserve for replacements	(20,370)	(23,244)
S1200-260 Net deposits to residual receipts reserve	(13,931)	(1)
S1200-330 Net purchases of fixed assets	(121,656)	(110,257)
	<u>(155,957)</u>	<u>(133,502)</u>
S1200-350 Net cash used in investing activities		
<b>Cash Flows from Financing Activities</b>		
S1200-360 Mortgage principal payments, first mortgage	(413,623)	(377,213)
S1200-456 Due from affiliate	-	26,325
	<u>(413,623)</u>	<u>(350,888)</u>
S1200-460 Net cash used in financing activities		
S1200-470 Net (decrease) increase in cash	(51,723)	41,762
S1200-480 <b>Cash, Beginning of Year</b>	<u>321,250</u>	<u>279,488</u>
S1200T <b>Cash, End of Year</b>	<u>\$ 269,527</u>	<u>\$ 321,250</u>

See notes to financial statements

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

Statements of Cash Flows

Years Ended June 30, 2017 and 2016

	<u>2017</u>	<u>2016</u>
<b>Significant Noncash Investing Activities</b>		
Contributed rental property improvements	\$ 52	\$ 207,424
Additions to rental property included in accounts payable	\$ 21,278	\$ 48,291
Payments of prior-year accounts payable included in rental property	\$ (48,291)	\$ (36,188)
<b>Reconciliation of Change in Net Deficit to Net Cash Provided by Operating Activities</b>		
3250 Change in net deficit	\$ 220,967	\$ 389,136
Adjustments to reconcile change in net deficit to net cash provided by operating activities:		
6600 Depreciation	395,744	380,187
S1200-600 Bad debts	10,351	17,444
S1200-600 Contributed rental property improvements	(52)	(207,424)
S1200-600 Tenant security deposit held in trust timing difference	(404)	-
Changes in asset and liability accounts:		
(Increase) decrease in assets:		
S1200-490 Tenant accounts receivable	(8,695)	(20,012)
S1200-500 Accounts receivable, other	(54,628)	5,877
S1200-520 Prepaid expenses	(10,191)	(4,490)
S1200-530 Tenant security deposits funded	(1,553)	(1,342)
Increase (decrease) in liabilities:		
S1200-540 Accounts payable	(36,702)	(35,875)
S1200-560 Accrued liabilities	6,090	8,444
S1200-570 Accrued interest payable	(3,188)	(2,908)
S1200-580 Tenant security deposits held in trust	1,553	1,703
S1200-590 Prepaid revenue	(1,435)	(4,588)
Total adjustments	296,890	137,016
S1200-610 Net cash provided by operating activities	\$ 517,857	\$ 526,152

See notes to financial statements

# Cooper Square Housing Development Fund Company, Inc.

## HUD Project No. 012-EH-243

---

Notes to Financial Statements  
June 30, 2017 and 2016

### 1. Description of the Organization

Cooper Square Housing Development Fund Company, Inc. (the "Corporation") was organized in 1981 as a nonprofit corporation for the purpose of developing and operating housing and auxiliary facilities, under Section 202 of the National Housing Act, for aged persons of low income. Such projects are regulated by the U.S. Department of Housing and Urban Development ("HUD") as to rent charges and operating methods. The project consists of 151 units located in New York, New York and is currently operating under the name of Evelyn and Louis Green Residence at Cooper Square. The Corporation receives a significant portion of its revenue from government subsidy payments.

The Corporation is wholly controlled by the JASA Corporation, its sole member. JASA Corporation also wholly controls the Jewish Association for Services for the Aged ("JASA"), JASA Housing Management Services for the Aged, Inc. ("JHM") and seven other housing entities, in its capacity as their sole member. The Corporation is related to JASA, JHM and the seven other housing entities by virtue of this control.

### 2. Summary of Significant Accounting Policies

#### Basis of Accounting

The financial statements have been prepared on the accrual basis of accounting. In addition, the Corporation presents its financial statements in accordance with the accounting principles generally accepted in the United States of America for nonprofit entities. Under this guidance, the organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets. Furthermore, information is required to segregate program service expenses from management and general expenses.

Contributions received, if any, are recorded as unrestricted, temporarily restricted or permanently restricted support depending on the existence and/or nature of any donor restrictions.

#### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Notes to Financial Statements  
June 30, 2017 and 2016

**Cash and Cash Equivalents**

For the purposes of the statements of cash flows, the Corporation considers all highly liquid investments with an original maturity of three months or less on the date of purchase to be cash equivalents.

**Accounts Receivable and Allowance for Doubtful Accounts**

Tenant receivables and accounts receivable are reported net of an allowance for doubtful accounts. Management's estimate of the allowance is based on historical collection experience and a review of the current status of the receivables. It is reasonably possible that management's estimate of the allowance will change. As of June 30, 2017 and 2016, the allowance for doubtful accounts was \$4,418 and \$42,883, respectively.

**Fixed Assets and Depreciation**

Fixed assets are carried at cost. Depreciation is provided for in amounts sufficient to relate the cost of depreciable assets to operations over their estimated useful lives by use of the straight-line method. It is the Corporation's policy to capitalize items of \$5,000 or greater and items purchased with replacement reserves that have a useful life that is greater than one year. Useful lives range from 10 to 40 years.

**Impairment of Long-Lived Assets**

The Corporation reviews its rental property for impairment whenever events or changes in circumstances indicate that the carrying value of an asset may not be recoverable. When recovery is reviewed, if the undiscounted cash flows estimated to be generated by the property are less than its carrying amount, management compares the carrying amount of the property to its fair value in order to determine whether an impairment loss has occurred. The amount of the impairment loss is equal to the excess of the asset's carrying value over its estimated fair value. No impairment loss has been recognized for the years ended June 30, 2017 or 2016.

**Income Taxes**

The Corporation has applied for and received a determination letter from the Internal Revenue Service ("IRS") to be treated as a tax-exempt entity pursuant to Section 501(c)(3) of the Internal Revenue Code and did not have any unrelated business income for the year ended June 30, 2017 or 2016. Due to its tax-exempt status, the Corporation is not subject to income taxes. The Corporation is required to file and does file tax returns with the IRS and other taxing authorities. Accordingly, these financial statements do not reflect a provision for income taxes and the Corporation has no other tax positions which must be considered for disclosure.

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Notes to Financial Statements  
June 30, 2017 and 2016

**Revenue**

**Rental Income**

The Corporation's revenue is derived principally from the renting of apartments to eligible, very low income individuals. Tenant rental fees are supplemented by tenant assistance payments from HUD.

Rental income is recognized as rentals become due. Rental payments received in advance are deferred until earned. All leases between the Corporation and the tenants of the property are operating leases.

**Grant Income**

The Corporation was awarded a cost reimbursement grant from HUD (see Note 6). Revenue is recognized as costs are incurred.

**Recent Accounting Pronouncements**

In August 2014, the Financial Accounting Standards Board ("FASB") issued Accounting Standards Update ("ASU") 2014-15, *Presentation of Financial Statements - Going Concern (Subtopic 205-40): Disclosure of Uncertainties about an Entity's Ability to Continue as a Going Concern*. The core principle of ASU 2014-15 is intended to define management's responsibility to evaluate whether there is substantial doubt about an entity's ability to continue as a going concern and to provide related footnote disclosures. ASU 2014-15 defines the term substantial doubt and requires an assessment for a period of one year after the date the financial statements are issued (or available to be issued). ASU 2014-15 is effective for fiscal years ending after December 15, 2016. The adoption of ASU 2014-15 did not have a material impact on the Corporation's financial statements.

**Reclassifications**

Certain 2016 amounts have been reclassified to conform with the 2017 presentation.

**Subsequent Events**

Subsequent events have been evaluated through September 25, 2017, which is the date the financial statements were available to be issued.

**3. Mortgage Payable**

On May 17, 1984, the Corporation entered into a mortgage note and building loan agreement with HUD in the original principal amount of \$10,025,500, representing the financing for the acquisition of the land and construction of the rental property. The note bears interest at 9.25% per annum. As of June 30, 2017 and 2016, accrued interest payable was \$43,048 and \$46,236, respectively, and the outstanding principal balance on the mortgage payable was \$5,584,579 and \$5,998,202, respectively.

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Notes to Financial Statements  
June 30, 2017 and 2016

The mortgage note is payable in monthly installments of principal and interest in the amount of \$79,267, with the final payment due in December 2025. The mortgage is collateralized by the Corporation's fixed assets.

Aggregate annual maturities of the mortgage payable over each of the next five years and thereafter are as follows:

Years ending June 30:		
2018	\$	453,547
2019		497,326
2020		545,330
2021		597,967
2022		655,685
Thereafter		<u>2,834,724</u>
Total	\$	<u>5,584,579</u>

#### **4. Funded Reserves**

##### **Reserve for Replacements**

The Corporation is required by HUD to fund a replacement reserve, to be used for the replacement of property and equipment. The use of the funds requires prior approval from HUD. Required monthly deposits of \$4,138 began in August 2015. As of June 30, 2017 and 2016, the balance in the reserve for replacements was \$247,842 and \$227,472, respectively. For the years ended June 30, 2017 and 2016, HUD approved replacement withdrawals were \$34,093 and \$226,526, respectively.

##### **Residual Receipts Reserve**

Deposits are made into the reserve when the Corporation has surplus cash at the end of the fiscal year. The use of these funds required prior approval from HUD. As of June 30, 2017 and 2016, the balance in the residual receipts reserve was \$14,470 and \$539, respectively. The required deposit to be made to the reserve from available surplus cash as of June 30, 2017 is \$31,181.

#### **5. Related Party Transactions**

##### **JASA**

The Corporation is a participant in a general insurance plan with JASA, sponsored by the UJA-Federation, which also includes health insurance and workmen's compensation. Property and liability insurance expenses for the years ended June 30, 2017 and 2016 were \$88,924 and \$96,544, respectively. Workmen's compensation, health insurance and other employee benefits for the years ended June 30, 2017 and 2016 were \$71,112 and \$58,536, respectively.

## **Cooper Square Housing Development Fund Company, Inc.**

### **HUD Project No. 012-EH-243**

---

Notes to Financial Statements  
June 30, 2017 and 2016

The Corporation also pays JASA through a HUD grant for an elderly and congregate services program (see Note 6) conducted by JASA for the tenants. Expenses related to this grant for the years ended June 30, 2017 and 2016 were \$62,637 and \$62,586, respectively. As further described in Note 6, HUD has not approved continued funding of this grant past December 31, 2016.

JASA is a participant in a multi-employer, defined-benefit retirement plan sponsored by the UJA-Federation. The Corporation does not make any direct contributions into the plan on behalf of its employees, instead, contributions to the plan were made by JASA for its employees and the Corporation's employees. For the years ended June 30, 2017 and 2016, the Corporation reimbursed JASA for pension costs in the amount of \$7,716 and \$7,536, respectively.

As of June 30, 2017 and 2016, \$38,496 and \$26,616, respectively, remain due to JASA and are included in accounts payable - operations on the statements of financial position.

#### **JHM**

The rental property is managed by JHM pursuant to a management agreement approved by HUD. The management agreement provides for a management fee of 4.501% of rental receipts. Management fees earned for the years ended June 30, 2017 and 2016 were \$114,699 and \$112,992, respectively.

The Corporation pays a HUD-approved monthly fee to JHM for accounting and bookkeeping services. These expenses for the years ended June 30, 2017 and 2016 were \$34,092 and \$37,308, respectively.

As of June 30, 2017 and 2016, \$9,922 and \$9,275, respectively, remain due to JHM and are included in accrued management fee payable on the statements of financial position.

#### **6. Grant Revenue**

The Corporation was awarded a service coordinator grant from HUD to use toward payment of the service coordinator's salary, benefits, and other administrative costs. The Corporation reimburses JASA with the grant. The Corporation received a one-year renewal grant totaling \$81,012 for the period January 1, 2016 through December 31, 2016 and \$66,509 for the period November 1, 2014 through October 31, 2015. Revenue recognized for the years ended June 30, 2017 and 2016 were \$59,360 and \$32,394, respectively. Grant expense for the years ended June 30, 2017 and 2016 were \$62,637 and \$62,586, respectively. As of June 30, 2017 and 2016, \$54,628 and \$0-, respectively, remain receivable and are included in accounts receivable, HUD and the statements of financial position. As of June 30, 2017, HUD has not yet approved a new award and therefore, no grant revenue for the period January 2017 through June 30, 2017 has been recorded.

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Notes to Financial Statements  
June 30, 2017 and 2016

**7. Housing Assistance Payment Contract Agreement**

HUD has contracted with the Corporation pursuant to Section 8 of the Housing Act of 1937 to make housing assistance payments to the Corporation on behalf of qualified tenants. The agreement expires August 1, 2020. For the years ended June 30, 2017 and 2016, rental assistance payments of \$2,116,609 and \$2,088,934, respectively, were earned under the terms of the agreement.

**8. Concentrations of Credit Risk**

The Corporation maintains its cash balances in several accounts in one bank. The cash balances are insured by the Federal Deposit Insurance Corporation up to \$250,000. At times, these balances may exceed the federal insurance limits; however, the Corporation has not experienced any losses with respect to its bank balances in excess of government provided insurance. Management believes that no significant concentration of credit risk exists with respect to these cash balances as of June 30, 2017.

**9. Current Vulnerability Due to Certain Concentrations**

The Corporation's principal asset is a 151-unit apartment project. The Corporation's operations are concentrated in the multifamily real estate market. In addition, the Corporation operates in a heavily regulated environment. The operations of the Corporation are subject to the administrative directives, rules and regulations of federal agencies, including, but not limited to, HUD. Such administrative directives, rules and regulations are subject to change by an act of Congress or an administrative change mandated by HUD. Such changes may occur with little notice or inadequate funding to pay for the related cost, including the additional administrative burden, to comply with a change.

**10. Commitments and Contingencies**

The Corporation has entered into a housing assistance payments contract under the revised regulations of 24 Code of Federal Regulations ("CFR"). As such, upon termination of the contract, whether initiated by the Corporation opting out of the contract or by HUD, any unused balances in the reserve for replacements and residual receipts reserve must be remitted to HUD.

Pursuant to the Corporation's contractual relationships with certain governmental funding sources, outside governmental agencies have the right to examine the books and records of the Corporation with regard to transactions relating to these contracts. The accompanying financial statements contain no provision for possible disallowances resulting from such reviews. Although such possible disallowances could be substantial, in the opinion of management, actual disallowances resulting from such reviews, if any, would be immaterial.

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Notes to Financial Statements  
June 30, 2017 and 2016

**11. Contributions**

During fiscal year 2015, JASA obtained a cost reimbursement Social Service Block Grant (the "SSBG") from the New York State Office for the Aging. The purpose of the grant was to allow JASA to incur resiliency costs to better prepare the eight housing entities it sponsors for potential future weather events like Superstorm Sandy. JASA incurs the costs under various contracts with unrelated third parties and simultaneously contributes the resulting assets to the housing entities. The assets contributed are recorded as contribution revenue and as additions to rental property at fair value. During the years ended June 30, 2017 and 2016, noncash contributions of \$52 and \$207,424, respectively, were recognized by the Corporation as entity revenue on the statements of activities.

**12. Functional Expenses**

The costs of providing various programs and other activities for the years ended June 30, 2017 and 2016 are summarized on a functional basis as follows:

	<u>2017</u>	<u>2016</u>
Program services, HUD-assisted elderly housing project	\$ 2,226,161	\$ 2,175,715
Management and general	<u>215,638</u>	<u>234,258</u>
Total	<u>\$ 2,441,799</u>	<u>\$ 2,409,973</u>

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Supplementary Data Required by HUD  
Statement of Activities Data  
Year Ended June 30, 2017

S1000-010	Total first mortgage (or bond) principal payments required during the audit period (12 monthly payments). Applies to all direct loans and HUD-held and fully-insured first mortgages.	<u>\$ 413,623</u>
S1000-020	Total of 12 monthly deposits in the audit year made to the replacement reserve account, as required by the regulatory agreement, even if payments may be temporarily suspended or reduced.	<u>\$ 49,650</u>
S1000-030	Replacement reserves, or residual receipts and releases which are included as expense items on the statement of activities.	<u>\$ -</u>
S1000-040	Project improvement reserve releases under the flexible subsidy program which are included as expense items on the statement of activities.	<u>\$ -</u>

*See independent auditors' report*

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

Supplementary Data Required by HUD  
Reserve Accounts Data  
Year Ended June 30, 2017

**Reserve for Replacements**

1320P	Balance, beginning of year	\$	227,472
1320DT	Total monthly deposits		49,650
1320ODT-010	Reimbursement of temporarily approved withdrawals made in prior year		4,732
1320INT	Interest income		81
1320WT	Approved withdrawals		<u>(34,093)</u>
1320	Balance, end of year	\$	<u><u>247,842</u></u>

**Residual Receipts Reserve**

1340P	Balance, beginning of year	\$	539
1340DT	Deposit, surplus cash		13,915
1340INT	Interest income		<u>16</u>
1340	Balance, end of year	\$	<u><u>14,470</u></u>

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Supplementary Data Required by HUD  
Surplus Cash Data  
Year Ended June 30, 2017

**Surplus Cash, Distributions and Residual Receipts**

S1300-010	Cash	\$	306,686
1135	Accounts receivable, HUD		<u>54,628</u>
S1300-040	Total cash		<u>361,314</u>
S1300-050	Accrued mortgage interest payable		43,048
S1300-060	Delinquent mortgage principal payments		-
S1300-070	Delinquent deposits to reserve for replacements		-
S1300-075	Accounts payable (due within 30 days)		211,623
S1300-080	Loans and notes payable (due within 30 days)		-
S1300-090	Deficient tax, insurance or MIP escrow deposits		-
S1300-100	Accrued expenses (not escrowed)		34,266
2210	Prepaid revenue		4,441
2191	Tenant deposits held in trust		<u>36,755</u>
S1300-140	Total current obligations		<u>330,133</u>
S1300-150	Surplus cash (deficiency)	\$	<u>31,181</u>
S1300-210	Deposit due residual receipts reserve	\$	<u>31,181</u>

*See independent auditors' report*

Cooper Square Housing Development Fund Company, Inc.

HUD Project No. 012-EH-243

Supplementary Data Required by HUD

Fixed Asset Data

Year Ended June 30, 2017

		Assets			
		Balance July 1, 2016	Additions	Deletions	Balance June 30, 2017
1410	<b>Land</b>	\$ 75,500	\$ 17,750	\$ -	\$ 93,250
1420	<b>Buildings</b>	12,673,043	103,896	-	12,776,939
1440	<b>Building Equipment, Portable</b>	127,764	10,126	-	137,890
1465	<b>Office Furniture and Equipment</b>	37,691	19,469	-	57,160
1490	<b>Miscellaneous Fixed Assets</b>	30,374	84,520	(92,775)	22,119
1400T	Total fixed assets	<u>\$ 12,944,372</u>	<u>\$ 235,761</u>	<u>\$ (92,775)</u>	<u>\$ 13,087,358</u>
1495	Total accumulated depreciation	<u>\$ 8,656,863</u>	<u>\$ 395,744</u>	<u>\$ -</u>	<u>\$ 9,052,607</u>
1400N	Total net book value	<u>\$ 4,287,509</u>			<u>\$ 4,034,751</u>
		<u>Amount</u>			
1410AT	<b>Additions for 1410 Details</b>				
	Pave parking lot	<u>\$ 17,750</u>			
	Total	<u>\$ 17,750</u>			
		<u>Amount</u>			
1420AT	<b>Additions for 1420 Details</b>				
	Generators	\$ 53			
	Kitchen renovations	9,181			
	Lighting rebate	(11,612)			
	Floor tiles	18,383			
	Common area renovations	86,400			
	New door	1,490			
	Total	<u>\$ 103,896</u>			
		<u>Amount</u>			
1440AT	<b>Additions for 1440 Details</b>				
	Stoves & Refrigerators	\$ 5,446			
	Air conditioning units	4,680			
	Total	<u>\$ 10,126</u>			
		<u>Amount</u>			
1465AT	<b>Additions for 1465 Details</b>				
	Lounge furniture	\$ 9,345			
	Wiring/cabling	10,124			
	Total	<u>\$ 19,469</u>			
		<u>Amount</u>			
1490AT	<b>Additions for 1490 Details</b>				
	Construction in progress, rehabilitation projects started	<u>\$ 84,520</u>			
	Total	<u>\$ 84,520</u>			
		<u>Amount</u>			
1490AT	<b>Deletions from 1490 Details</b>				
	Construction in progress, rehabilitation projects completed	<u>\$ 92,775</u>			
	Total	<u>\$ 92,775</u>			

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Supplementary Data Required by HUD

Other Information

Year Ended June 30, 2017

**Related Party Transaction, Detail**

S1300-210	JHM (management fee)	\$	114,699
S1300-210	JHM (bookkeeping/accounting)		34,092
S1300-210	JASA (service coordinator)		<u>62,637</u>
	Total	\$	<u>211,428</u>

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Supplementary Data Required by HUD

Statement of Activities Data

Year Ended June 30, 2017

**Statement of Activities, Detail**

5300	Description, nursing home/assisted living/board and care/other elderly care/coop and other revenue	
5390	Other service revenue	\$ 59,360
	Total	<u>\$ 59,360</u>
5990	Description, miscellaneous other revenue:	
	Use of premises income	\$ 1,889
	Administrative fee income	170
	Re-class prior year's credit balance, HUD	<u>20,934</u>
	Total	<u>\$ 22,993</u>
6900	Description, nursing home/assisted living/board and care/other elderly care expenses,	
6990	Other service expenses	\$ 62,637
	Total	<u>\$ 62,637</u>

*See independent auditors' report*

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

Schedule of Expenditures of Federal Awards  
Year Ended June 30, 2017

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Pass-through Entity Identifying Number	Total Federal Expenditures
<b>U.S. Department of Housing and Urban Development</b>			
Supportive Housing for the Elderly: Section 202 Direct Loan	14.157	N/A	\$ 5,998,202
Section 8 Project Based Cluster Lower Income Housing Assistance Program - Section 8 Moderate Rehabilitation Total Section 8 Project Based Cluster	14.856	N/A	<u>2,116,609</u> <u>2,116,609</u>
Multi-Family Housing Service Coordinators	14.191	N/A	<u>59,360</u>
<b>Total U.S. Department of Housing and Urban Development</b>			<u>8,174,171</u>
Total expenditures of federal awards			<u>\$ 8,174,171</u>

See notes to schedule of expenditures of federal awards

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Notes to Schedule of Expenditures of Federal Awards  
Year Ended June 30, 2017

**1. Basis of Presentation**

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of Cooper Square Housing Development Fund Company, Inc. (the "Corporation"), HUD Project No. 012-EH-243, under programs of the federal government for the year ended June 30, 2017. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Because the Schedule presents only a selected portion of the operations of the Corporation, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Corporation. The Corporation did not provide any funding to subrecipients during the year ended June 30, 2017.

**2. Summary of Significant Accounting Policies**

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following, as applicable, the cost principles contained in the Uniform Guidance.

**3. Indirect Cost Rate**

The Corporation has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

**4. U.S. Department of Housing and Urban Development Loan Program**

The Corporation has received a U.S. Department of Housing and Urban Development direct loan under Section 202 of the National Housing Act. The loan balance outstanding at the beginning of the year is included in the federal expenditures presented in the Schedule. The Corporation received no additional loans during the year. The balance of the loan outstanding at June 30, 2017 consists of:

<u>CFDA Number</u>	<u>Program Name</u>	<u>Outstanding Balance at June 30, 2017</u>
14.157	Supportive Housing for the Elderly - Section 202 Direct Loan	\$ 5,584,579

**Independent Auditors' Report on Internal Control  
Over Financial Reporting and on Compliance  
and Other Matters Based on an Audit of  
Financial Statements Performed in Accordance  
with *Government Auditing Standards***

Board of Trustees  
Cooper Square Housing Development Fund Company, Inc.

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Cooper Square Housing Development Fund Company, Inc. (the "Corporation"), HUD Project No. 012-EH-243, which comprise the statement of financial position as of June 30, 2017, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 25, 2017.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Corporation's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control. Accordingly, we do not express an opinion on the effectiveness of the Corporation's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control, that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Corporation's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Baker Tilly Virchow Krause, LLP*

New York, New York  
September 25, 2017

**Independent Auditors' Report on Compliance  
for Each Major Federal Program  
and on Internal Control Over Compliance  
Required by the Uniform Guidance**

Board of Trustees  
Cooper Square Housing Development Fund Company, Inc.

**Report on Compliance for Each Major Federal Program**

We have audited Cooper Square Housing Development Fund Company, Inc.'s (the "Corporation"), HUD Project No. 012-EH-243, compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the Corporation's major federal programs for the year ended June 30, 2017. The Corporation's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of federal awards applicable to its federal programs.

**Auditors' Responsibility**

Our responsibility is to express an opinion on compliance for each of the Corporation's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about The Corporation's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal programs. However, our audit does not provide a legal determination of the Corporation's compliance.

## Opinion on Each Major Federal Program

In our opinion, the Corporation complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal programs for the year ended June 30, 2017.

## Internal Control Over Compliance

Management of the Corporation is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Corporation's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal programs to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the major federal programs and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Corporation's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Baker Tilly Virchow Krause, LLP*

New York, New York  
September 25, 2017

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Schedule of Findings and Questioned Costs  
Year Ended June 30, 2017

**Section I - Summary of Auditors' Results**

**Financial Statements**

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? \_\_\_\_\_ Yes      X   No
- Significant deficiency(ies) identified? \_\_\_\_\_ Yes      X   None reported

Noncompliance material to financial statements noted? \_\_\_\_\_ Yes      X   No

**Federal Awards**

Internal control over major programs:

- Material weakness(es) identified? \_\_\_\_\_ Yes      X   No
- Significant deficiency(ies) identified? \_\_\_\_\_ Yes      X   None reported

Type of auditors' report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? \_\_\_\_\_ Yes      X   No

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
14.157	U.S. Department of Housing and Urban Development: Supportive Housing for the Elderly - Section 202 Direct Loan
14.856	Lower Income Housing Assistance Program - Section 8 Moderate Rehabilitation

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee? \_\_\_\_\_ Yes      X   No

**Section II - Financial Statement Findings**

None.

**Section III - Federal Award Findings and Questioned Costs**

None.

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Summary Schedule of Prior Year's Audit Findings  
Year Ended June 30, 2017

**Section IV - Summary Schedule of Prior Year's Audit Findings**

**Finding 2016-001 - Federal Award Findings and Questioned Costs**

**Condition:** During the procedures applied to a sample of 17 tenant lease files, 2 out of 17 tenant files tested did not have documentation in their files that the Enterprise Income Verification ("EIV") system was used to verify income as required by HUD Handbook 4350.3.

**Current Status:** Housing Managers are using a detailed checklist at move-in and re-certification to ensure all items are properly executed. The checklist includes, but is not limited to, tracking management review of the EIV Income report and follow-up, if required. The Housing Compliance Manager performs a monthly review of tenant files to ensure onsite staff is in compliance with HUD policies and procedures.

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Mortgagor's Certification  
June 30, 2017

We hereby certify that we have examined the accompanying financial statements and supplementary data of Cooper Square Housing Development Fund Company, Inc., HUD Project No. 012-EH-243 and, to the best of our knowledge and belief, the same are accurate and complete.



\_\_\_\_\_  
Signature of Chief Administrative Officer

Heidi Aronin

\_\_\_\_\_  
Name of Chief Administrative Officer

DATE: September 25, 2017

Employer Identification No: 13-3173690

**Cooper Square Housing Development Fund Company, Inc.**  
**HUD Project No. 012-EH-243**

---

Management Agent's Certification  
June 30, 2017

We hereby certify that we have examined the accompanying financial statements and supplementary data of Cooper Square Housing Development Fund Company, Inc., HUD Project No. 012-EH-243 and, to the best of our knowledge and belief, the same are accurate and complete.



---

Signature of Director of Housing

Donald Manning

Name of Director of Housing

DATE: September 25, 2017

JASA Housing Management Services for the Aged, Inc.

Management Agent's Name

Employer Identification No: 13-3078676