



# **Tenmast WinTen2+**

Version 4.34.4

Low Income Housing Tax Credit (LIHTC) HOTMA

**Revised August 2025**

# Table of Contents

---

- Background .....3**
  - HOTMA compliance dates ..... 3
  - Enabling HOTMA features in your database..... 3
  - Upcoming HOTMA features ..... 3
  - WT2+ now supports both calculations..... 3
- New HOTMA-Compliant Spectrum TIC form .....4**
- Inflationary adjustments .....4**
- New imputed asset calculation .....5**
  - Person asset wizard – new fields..... 5
  - Certification asset grid & field changes ..... 6

## Background

---

WinTen2+ now supports the Final Rule “Housing Opportunity Through Modernization Act of 2016: Implementation of Sections 102, 103, and 104” for the **Tax Credit** program type.

### HOTMA compliance dates

The HOTMA compliance effective date for Tax Credit can vary from state to state. Please reach out to your state administering agency for guidance on when to enable HOTMA for Tax Credit in your database and what effective date to use.

### Enabling HOTMA features in your database

Users can now enable HOTMA for the Tax Credit program type on **Project Policy** setup. Please refer to the “Enabling HOTMA on the Project Policy screen” job aid for more information and instructions.

### Upcoming HOTMA features

In an upcoming WT2+ release, the following HOTMA features will be available:

- Certification reports will include the HOTMA indicator so users can easily identify which certifications use HOTMA calculations.
- The Household screen’s Certification tab will have the HOTMA indicator available in column chooser.

### WT2+ now supports both calculations

When Tax Credit HOTMA is enabled in your database, the system will support both pre-HOTMA and HOTMA-compliant certification calculations. In WT2+, HOTMA features are enabled with an effective date.

For example, if HOTMA for Tax Credit is effective for 7/1/2025 in your database, certifications with an effective date prior to 7/1/2025 will use pre-HOTMA calculations. Certifications with an effective date on or after 7/1/2025 will use HOTMA-compliant calculations.

If a certification with an effective date on or after the HOTMA effective date was finalized *prior* to enabling HOTMA, the certification will need to be re-opened or voided to use the HOTMA-compliant calculations.

## New HOTMA-Compliant Spectrum TIC form

The HOTMA-Compliant Spectrum Tenant Income Certification (TIC) form will print from the certification screen's top toolbar for HOTMA-compliant certifications. Pre-HOTMA certifications will generate the previous WT2+ Spectrum TIC form.

*If your agency uses a state-specific HOTMA TIC form, please reach out to MRI Tenmast customer support team to request that your TIC form become available to print from Certification Scribe.*

## Inflationary adjustments

The following certification values will now be defined on **Project Policy** setup and can be annually updated by your agency when the new amounts are published on [HUD's website](#).

These fields have been added to the Tax Credit certification screen:

- Asset passbook rate
- Imputed asset threshold

The screenshot displays the WinTen2+ Certification screen for a Tax Credit certification. The left sidebar shows the Certification Details and Certification Steps. The main area displays the certification information and the asset table.

**Certification Details:**

- Effective Date: 07/01/2025
- Housing Specialist: [Redacted]
- Head of Household: [Tester, Anna R](#)
- Household ID: 7995
- Certification ID: 54511
- Certification Status: Complete
- Reason: [Redacted]
- Finalization Result: Success
- Program Type: Tax Credit
- Certification Type: Annual Reexamination

**Certification Steps:**

- ☐ Packet Sent
- ☐ Packet Returned
- ☐ Review Household Composition
- ☐ Review Assets
- ☐ Review Income and Exclusions
- ☐ Review Expenses
- ☐ Review TTP and Minimum Rent

**Part II. Household Composition**

**Unit to be Occupied on Effective Date of Action**

**Part III. Gross Annual Income**

**Part IV. Income From Assets**

Select/Add Assets | Print Assets

| Name           | SSN        | Cash Value   | Interest | Actual Income | Imputed Income (HOTMA) | Verified Date |
|----------------|------------|--------------|----------|---------------|------------------------|---------------|
| Tester, Anna R | [Redacted] | \$7,000.00   | 0.0600 % |               | \$4.00                 |               |
| Tester, John S | [Redacted] | \$150,000.00 | 0.0000 % |               | \$675.00               |               |

**Summary:**

- Total Cash Value of Assets (H) **\$157,000.00**
- Imputed Asset Threshold **\$51,200.00**
- Total Annual Income From Assets (I) **\$4.20**
- Passbook Rate **0.0045**
- Imputed Income (J) **\$675.00**
- Total Income From All Assets (K) **\$679.20**
- Total Annual Household Income From All Sources (L) **\$37,922.04**
- Effective Date of Income Certification: 07/01/2025
- Household Size at Certification: 5

**Part V. Determination of Income Eligibility**

## New imputed asset calculation

---

On HOTMA-compliant certifications, income from assets will calculate following the HOTMA asset calculation rule.

### The new imputed asset calculation rule:

- If the certification's **net assets total** is equal to or greater than the **imputed asset threshold**:
  - Assets where actual income cannot be calculated will calculate an imputed amount by multiplying the cash value by the asset passbook rate.
  - Assets where actual income *can* be calculated will not calculate an imputed amount.
  - Actual asset income plus imputed asset income equals the total income from assets.

## Person asset wizard – new fields

On the first step of the person asset wizard, a new field has been added to define the asset's property type. If applicable for the TIC form your agency is using, select the asset's "property type" from the drop-down.

**Person Asset Wizard**

**Person Asset Type/Dates**  
Enter details for person asset

Asset Type

**Property Type**

Asset Description

Begin Date

End Date

Non-Necessary Personal Property

Real Property

Federal Tax Refunds/Credits/Relief

< Back   Next >   Cancel

On the **asset details** step of the asset person wizard, two new fields have been added.

- A new checkbox field has been added, labeled “actual income cannot be calculated (HOTMA).” **Check this box if an asset qualifies for the imputed calculation.**
- A new field has been added, labeled “Type of Asset.” If applicable for the TIC form your agency is using, select whether the asset is “current” or “disposed.”

The screenshot shows a window titled "Person Asset Wizard" with a subtitle "Add asset details". The window contains three input fields: "Value" with the text "\$15,000.00", "Interest Rate" with "0.0000 %", and "Income" with "\$0.00". To the right of the "Income" field is a green plus icon. Below these fields is a green rectangular box containing a checkbox labeled "Actual income cannot be calculated (HOTMA)" and a dropdown menu labeled "Type of Asset" with "Disposed" selected. At the bottom of the window are three buttons: "< Back", "Next >", and "Cancel".

## Certification asset grid & field changes

The certification **asset grid** has been modified to display the HOTMA asset calculations. Changes include:

- “Value” column renamed to “Cash Value”
- “Income” column renamed to “Actual Income”
- **New column:** “Imputed Income (HOTMA)”
  - If net family assets (field H) is equal to or greater than the imputed asset threshold, an imputed income (HOTMA) amount will be calculated for assets where actual income cannot be calculated.

The certification **asset fields** have been modified to accommodate HOTMA-complaint TIC form changes. Changes include:

- **New field:** Imputed asset threshold
  - This field pulls its value from Project Policy Setup.
- **New field:** Passbook Rate
  - This field pulls its value from Project Policy Setup.
- For HOTMA-compliant certifications, **Field “Imputed Income (J)”** will sum Imputed Income if “Total Cash Value of Assets (H)” is greater than the Imputed Asset Threshold
- For HOTMA-compliant certifications, **Field “Total Income From All Assets (K)”** will sum actual (field I) and imputed asset (field J) totals.