

FAQ's, Income Verification Audit

Resident Question:

The audit notice I received indicates “no return filed” but I filed my tax return (I have evidence of filing) and my social security number, name, and income on my income affidavit all match my tax return. Why do I need to provide a certified copy of my return?

Answer:

Any resident listed on the report provided to management has been flagged for an income audit due to a discrepancy between the income affidavit and the records of the NYS Department of Taxation and Finance, so the resident must provide management with a certified return or authorization for management to obtain the return on the resident's behalf. (The resident must also furnish primary residence documentation, as detailed in the audit notice). If a resident was flagged for “no return filed,” it doesn't suffice for them to show evidence of a tax return filing.

Resident Question:

My name is misspelled in the audit results. Could the misspelling be the reason I received an audit notice?

Answer:

No, matches for purposes of the audit are based on the social security number. (The vendor HPD engaged to perform data entry did their best to accurately transfer the information on the income affidavit to a digital format. However, in some instances the names were not clear and so the digitized version may contain some spelling errors. Again, though, matches for audit purposes are based solely on the social security number.)

Resident Question:

I received an audit letter requesting a certified tax return for my child, who is a minor and earns no income. How should I respond to this notice?

Answer: Please contact management to confirm that the audit letter was sent in error and that there is no further action you need to take to verify income relating to your child. HPD's audit instructions were that audit notices should not be sent in relation to a child under 18 or a household member listed on the annual income affidavit as a full-time student under 21. We're working to ensure that this type of mistake does not recur on future income audits.

Resident Question:

I received an audit notice requesting my certified tax return even though I already paid the maximum surcharge based on the completed income affidavit that I submitted. How should I respond to this notice?

Answer: Please contact management to confirm you paid the maximum surcharge for the year in question and that you are required only to submit documents evidencing that your Mitchell-Lama apartment is your primary residence. HPD has determined that residents who already paid the maximum surcharge (based on a duly completed income verification) need not furnish a certified copy of their tax return or authorize management to obtain a certified tax return on their behalf.