

CLIHTF Notes



From the Director

Welcome to the Chicago Low Income Housing Trust Fund, **CLIHTF NOTES!** This Newsletter will be utilized as a platform to keep you, our visiting audience, abreast on the latest information, highlights, and achievements, occurring within CLIHTF.

Collectively, our mission is to meet the permanent housing needs of Chicago’s low-income residents filling the gap between the costs of market rate rental housing and what a household can afford when their income is at or below 30% AMI.

Within the past few years, CLIHTF has fostered a number of efforts, in order to achieve our goal of becoming a top notch

organization that is committed to providing “Safe Buildings, Stable Communities, and Strong Families”. We are pleased with the progress that we’ve made thus far, in moving towards this goal, and will aggressively continue to strive forward. As we continue in our pursuit of achieving the objectives we have set forth, we look forward to sharing more of our successes with you.

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New to the Trust Fund

Please help us welcome our three new Trust Fund Program Coordinators!



BreAnna Scott, BA

Program Development Coordinator

BreAnna Scott joined the Chicago Low Income Housing Trust Fund as a Program Coordinator in 2018. She received her bachelors of science from Illinois State University in 2016. She comes to the team with case management experience. She is very eager to the join the team!

Zaida Chaidez, MA

Program Development Coordinator

Hired as Program Coordinator in June 2018. Zaida has over eight years experience in social services and over fifteen years experience working with local government. She holds a Bachelor's Degree from Northeastern Illinois University and a Master's Degree from Roosevelt University.



Nichole Brown, MBA

Program Development Coordinator

Nichole Brown joined the Chicago Low-Income Housing Trust Fund as a Program Development Coordinator in 2018. Nichole comes with over 17 years of experience working for the City of Chicago's Department of Planning and Development. She holds a Master's Degree in Business Administration, from the Keller Graduate School of Management.

New to the Trust Fund

Let us introduce you to some of the new features that are now on our website!

FAQ

You will find a [FAQ section](#) that answers many of your commonly asked questions.

Staff List

Do you know your Trust Fund staff? To find your TF representative and contact information please view the list located in item Q2 in the [FAQ section](#).

Available Subsidy Form

Do you have a vacant unit you want to fill? An [Available Subsidy Notification Form](#) was created for landlords to be able to share with the Trust Fund any approved subsidy unit that is vacant.

Fax

The Trust Fund has a new fax number! Please forward all faxed documents to **844-204-7910**.



Introducing Video Tutorials!

You now have access to video tutorials on our website for each exhibit document in the agreement!

The videos will explain what is needed and expected to be filled out in each document as well as help with explaining some of the language in the document.

Please click [here](#) to view the videos.



Online Landlord Training Module

CLIHTF is committed to providing its participants with the best quality service. In line with our commitment to continuous improvement, we have created a way to help you better understand the program!

The **training module** will detail the **eligibility requirements and policies and procedures** important for your participation in the CLIHTF Rental Subsidy Program.

At least **one member** of your organization should **complete** the training **before your 2019 Agreement** can be issued. Please be sure to share this information with all appropriate members of your staff.

The training will need to be **completed prior to December 31, 2018.**

Please [click here](#) to complete the Landlord Training Module.

The password is: CLIHTF2018

