

**EXHIBIT Y - ASSET MANAGEMENT CORRECTIVE ACTION PLAN**



Date: [Click here to enter text.](#)

Re: [Click here to enter text.](#)

The property(ies) must complete an Asset Management Corrective Action Plan (AMCAP). Either the Physical and Management review conducted by MHDC noted uncorrected items or troubling issues have been noted. The property(ies) referenced above must complete and submit for review an AMCAP. Upon approval by MHDC, the plan will remain in place until all outstanding items are corrected.

Please provide:

1. An explanation of the factors surrounding the issues outlined by MHDC, if applicable.
2. The date work on the uncorrected items is to start and end, if applicable.
3. The name(s) of outside vendors and a scope of work, if applicable. If multiple vendors are hired, specify each vendor's scope of work.

Updates of your progress are due by the 10<sup>th</sup> of each month to the MHDC Compliance Officer of record or the Compliance Supervisor.

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Owner/Agent Signature

[Click here to enter text.](#)

Owner/Agent Printed Name

Date: [Click here to enter a date.](#)

Electronic Submission Agreement and Disclosure: Once signed, a scanned version of this document may be submitted electronically to MHDC via email. If submitted as such, the undersigned agrees that the signature is to be treated as an original signature and the document (in the form of a photocopy, PDF, or other electronic form) is to be treated as an original document with the same legal effect and enforceability as the original signed document. Regardless, MHDC in its sole and absolute discretion reserves the right to request an original signed hard copy as deemed necessary. The undersigned is responsible for retaining the original signed hard copy in his or her files.