



Asset Management Notice

To: All Owners and Managers

Notice # 2025-08

From: Laurie Warzinski, Director of Asset Management Issued: October 30, 2025

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I. Food Resources

We know so many families have the added worry of how to keep their family fed right now with the notices coming out from DHHS about SNAP benefits. We wanted to send a few resources your way.

[Food Map](#) | [Find Maine Food Pantries](#) | [Good Shepherd Food Bank](#)

[Maine Free Food Free Food Resources - Food Banks, Food Pantries, Food Assistance in Maine](#)

[Find a Food Pantry in Maine](#) | [Food Banks in Maine](#)

Here is a list of the Community Connection Specialists for each county (found on the Good Shepherd Food Bank website), they may be able to direct you to evening meal programs in your area or other helpful resources.

Becky Crooker

Northern Penobscot, Northern Washington, Piscataquis, Northern Somerset and Aroostook Counties
bcrooker@gsfb.org or (207) 576-0393

Danielle Labonte

Androscoggin County and the Northern Oxford Hills Region
dlabonte@gsfb.org (207) 577-6878

Deb Gerow

Hancock, Waldo, Knox, Southern Penobscot & Southern Washington Counties
dgerow@gsfb.org or (207) 577-5265

Nicole Pelletier

Kennebec, Franklin and Southern Somerset Counties
npelletier@gsfb.org or (207) 576-6724

Martha Lefebvre

Sagadahoc & Lincoln Counties and The Greater Portland Region
mlefebvre@gsfb.org or (207) 450-4756

Shannon Rooney

York & Oxford Counties and the Cumberland Lakes Region
srooney@gsfb.org or (207) 800-6436

Angie Adams – Community Partnerships Supervisor

aadams@gsfb.org or (207) 440-4121



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Jen MacDonald – Senior Manager of Community Partnerships
jmacdonald@gsfb.org or (207) 577-4393

Laura Vinal – Network Engagement and Training Manager
lvinal@gsfb.org or (207) 408-1762

Dawn DiFiore – Director of Community Partnerships
ddifiore@gsfb.org or (207) 344-1268

Shannon Coffin – Community Partnerships Officer
scoffin@gsfb.org or (207) 782-3554 ext.1163

II. HOTMA Guidance

As a Performance-Based Contract Administrator (PBCA), we have been committed to aligning our Housing Opportunity Through Modernization Act (HOTMA) implementation timeline with HUD guidance to ensure consistency, compliance, and operational readiness across all programs we support.

HUD has officially delayed the mandatory compliance date for Sections 102 and 104 of HOTMA for Multifamily Housing (MFH) programs to January 1, 2026, as outlined in HUD Notice H-2025-03. This delay reflects ongoing challenges including:

- Lack of finalized HUD forms and model leases
- Incomplete clearance of updated Form HUD-50059
- Delayed deployment of TRACS 203A certification systems
- Continued absence of HOTMA-related language in key documentation

Additionally, the current federal government shutdown is expected to further delay HUD's internal clearance processes and infrastructure rollout, making alignment with HUD's timeline even more critical. While we have delayed HOTMA implementation to align with HUD's timeline, we will continue to evaluate our approach as additional factors are considered.

III. Helping Residents Show Social Security Income During Government Shutdown

Because of the shutdown, Social Security offices are closed or have limited service. Many residents don't have computers or know how to get their proof of income online. Here's how to help them keep certifications moving.

Try for the official letter first

This is the best document because it shows the current gross monthly amount.

- Online: The tenant can sign in or create a My Social Security account. You can help them if they're comfortable using your computer or theirs. They can download and print the benefit verification letter.
- By phone: Call 1-800-772-1213 and ask for a 'proof of income letter.' Expect long wait times right now. SSA will mail it.

If they can't get the letter — use last year's amount

If the resident doesn't want to make an online account or can't get the letter, we suggest using last year's information plus the new COLA increase and verify current receipt through a most recent bank statement.

COLA Increase 2025 2.5% and 2026 2.8%

Always document the method used to calculate the Social Security Income and consult your syndicator or compliance team to confirm which forms of verification are acceptable.



MaineHousing
mainehousing.org | 207-626-4600

IV. Attachments:

Please note that MaineHousing provides notices as a service to our partners. Notices are not intended to replace ongoing training and do not encompass all compliance and regulatory changes that may occur on the wide arrange of housing programs in which we work. MaineHousing recommends partners establish an ongoing training program for their staff. All information provided in this newsletter is provided 'as is' and in good faith. MaineHousing makes no representation or warranty of any kind, express or implied, regarding the accuracy, adequacy, validity, reliability, availability, or completeness of any information contained in this newsletter.

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