



State Sponsored Housing Portfolio (SSHP),
Elderly Rental Assistance Program (ERAP), and
Resident Services Coordinator (RSC) Program
Sponsors, Owners, and Management Agents

Notice: OPRHS 24-008

Distribution Date: January 31, 2024

Subject: New DOH Audit Inbox and Staffing Update

This notice provides information regarding the new DOH Office of Finance & Operations Audit Inbox. All financial reporting matters related to SSHP properties, ERAP, and RSC programs administered by DOH shall be submitted to the mailbox DOH.OFO.Audit@ct.gov. Submissions include the following:

- Audited Financial Statements and State Single Audits
- Extension Request for Filing Financial and State Single Audits
- Quarterly and Semi-Annual Financial Statements (Interim Reports)
- Financial Close-outs
- General accounting questions

Please note that this inbox is for DOH-administered properties and programs only. For properties administered by the Connecticut Housing Finance Authority (CHFA), please follow CHFA submission instructions.

The DOH Audit inbox will be staffed by Constanza Castaneda, DOH Accounts Examiner. For program related matters, please reach out to your DOH point of contact.

For Congregate and Elderly Housing:
Tawny Pho, tawny.pho@ct.gov or (860) 270-8091

For ERAP and RSC:
Ploynapas “Paula” Thantaha-Christensen, ploynapas.thantaha@ct.gov, (860) 270-8181