

<b>Current HCV Proposed Changes</b>		
<b>Effective: TBD</b>		
Admin Language	Proposed Admin Changes	Rationale
<p>Chapter 4-13</p> <p><b>Targeted Funding [24 CFR 982.204(e)]</b></p> <p>HUD may award a PHA funding for a specified category of families on the waiting list. The PHA must use this funding only to assist the families within the specified category. In order to assist families within a targeted funding category, the PHA may skip families that do not qualify within the targeted funding category. Within this category of families, the order in which such families are assisted is determined according to the policies provided in Section 4-III.C.</p> <p style="text-align: center;"><u>PHA Policy</u></p> <p>The PHA administers the following types of targeted funding:</p> <p style="text-align: center;"><b>VASH</b></p>	<p>Chapter 4-13</p> <p><b>Targeted Funding [24 CFR 982.204(e)]</b></p> <p>HUD may award a PHA funding for a specified category of families on the waiting list. The PHA must use this funding only to assist the families within the specified category. In order to assist families within a targeted funding category, the PHA may skip families that do not qualify within the targeted funding category. Within this category of families, the order in which such families are assisted is determined according to the policies provided in Section 4-III.C.</p> <p style="text-align: center;"><u>PHA Policy</u></p> <p>The PHA administers the following types of targeted funding:</p> <p style="text-align: center;"><b>VASH</b></p> <p style="text-align: center;">Tenant protection vouchers for foster youth to independence initiative (FYI)</p>	<p>Implement new program</p>

<p>Chapter 15-1</p> <p style="text-align: center;"><b>Chapter 15</b></p> <p style="text-align: center;"><b>SPECIAL HOUSING TYPES</b></p> <p style="text-align: center;">[24 CFR 982 Subpart M]</p> <p><b>INTRODUCTION</b></p> <p>The PHA may permit a family to use any of the special housing types discussed in this chapter. However, the PHA is not required to permit families receiving assistance in its jurisdiction to use these housing types, except that PHAs must permit use of any special housing type if needed as a reasonable accommodation for a person with a disability. The PHA also may limit the number of families who receive HCV assistance in these housing types and cannot require families to use a particular housing type. No special funding is provided for special housing types.</p> <p style="text-align: center;"><u>PHA Policy</u></p> <p>Families will not be permitted to use any special housing types, unless use is needed as a reasonable accommodation so that</p>	<p>Chapter 15-1</p> <p style="text-align: center;"><b>Chapter 15</b></p> <p style="text-align: center;"><b>SPECIAL HOUSING TYPES</b></p> <p style="text-align: center;">[24 CFR 982 Subpart M]</p> <p><b>INTRODUCTION</b></p> <p>The PHA may permit a family to use any of the special housing types discussed in this chapter. However, the PHA is not required to permit families receiving assistance in its jurisdiction to use these housing types, except that PHAs must permit use of any special housing type if needed as a reasonable accommodation for a person with a disability. The PHA also may limit the number of families who receive HCV assistance in these housing types and cannot require families to use a particular housing type. No special funding is provided for special housing types.</p> <p style="text-align: center;"><u>PHA Policy</u></p> <p>Families will not be permitted to use any special housing types, unless use is needed as a reasonable accommodation so that the program is readily accessible to a person</p>	<p>Implement new program</p>

<p>the program is readily accessible to a person with disabilities.</p> <p>Special housing types include single room occupancy (SRO), congregate housing, group homes, shared housing, cooperative housing, manufactured homes where the family owns the home and leases the space, and homeownership [24 CFR 982.601].</p> <p>This chapter consists of the following seven parts. Each part contains a description of the housing type and any special requirements associated with it. Except as modified by this chapter, the general requirements of the HCV program apply to special housing types.</p> <p><u>Part I: Single Room Occupancy</u></p> <p><u>Part II: Congregate Housing</u></p> <p><u>Part III: Group Homes</u></p> <p><u>Part IV: Shared Housing</u></p> <p><u>Part V: Cooperative Housing</u></p> <p><u>Part VI: Manufactured Homes (including manufactured home</u></p>	<p>with disabilities.</p> <p>Special housing types include single room occupancy (SRO), congregate housing, group homes, shared housing, cooperative housing, manufactured homes where the family owns the home and leases the space, and homeownership [24 CFR 982.601].</p> <p>This chapter consists of the following seven parts. Each part contains a description of the housing type and any special requirements associated with it. Except as modified by this chapter, the general requirements of the HCV program apply to special housing types.</p> <p><u>Part I: Single Room Occupancy</u></p> <p><u>Part II: Congregate Housing</u></p> <p><u>Part III: Group Homes</u></p> <p><u>Part IV: Shared Housing</u></p> <p><u>Part V: Cooperative Housing</u></p> <p><u>Part VI: Manufactured Homes (including manufactured home space rental)</u></p> <p><u>Part VII:</u></p>	
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<p><u>space rental)</u></p> <p><u>Part VII:</u> <u>Homeownership</u></p>	<p><u>Homeownership</u></p> <p><u>Part VII: Foster Youth to Independence (FYI) Initiative</u></p>	
<p>Chapter 15-19 (add section VIII)</p> <p>Section currently does not exist; chapter will be amended.</p>	<p>Chapter 15-19 (add section VIII)</p> <p><b><u>VIII.A. Foster Youth to Independence (FYI) Initiative</u></b></p> <p>Tenant Protection Vouchers (TPVs) provided by HUD for youth eligible under the Family Unification Program (FUP), subject to availability.</p> <p><b><u>VIII.B. Funding:</u></b></p> <ul style="list-style-type: none"> <li>a. The HA may request a minimum of one voucher and a maximum of 25 vouchers per Federal Fiscal Year.</li> <li>b. Voucher (s) will be requested for a specific person (s) qualifying for a FYI voucher.</li> </ul> <p><b><u>VIII.C. Youth Eligibility:</u></b></p> <ul style="list-style-type: none"> <li>a. The population eligible to be assisted are youth certified by Alabama</li> </ul>	

	<p>Department of Human Resources as meeting the following condition:</p> <ol style="list-style-type: none"><li>1. Has attained at least 18 years and</li><li>2. Left foster care, or will leave care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act at age 16 or older; and</li><li>3. Is homeless or is at risk of becoming homeless, (**Homeless refers to population included in the definition of this term at 24 CRF 578.3. At Risk of Becoming Homeless means the population defined as “At Risk Homelessness at 24 CFR576.2**)</li></ol> <p>NOTE: Eligibility is not limited to single persons. For example, pregnant and/or parenting youth are eligible to receive assistance.</p> <p><b><u>VIII.D. Youth Referral:</u></b></p> <ol style="list-style-type: none"><li>a. Youth must be certified by the Alabama</li></ol>	
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	<p>Department of Human Resources as eligible for assistance under this notice and referred to the HA for assistance.</p> <p>b. The HA must determine eligibility for the HCV program.</p> <p><b><u>VIII. E. Additional Program Requirements:</u></b></p> <p>a. Turnover: These vouchers “sunset” when the youth leaves the program. When the youth exits the HCV program. When the youth exits the HCV program, HUD will reduce the PHA’s HCV assistance to account for the removal of the FYI voucher assistance from the PHA’s HCV baseline inventory.</p> <p>b. Youth Failure to Use Voucher: Should a youth fail to use the voucher, the PHA must notify HUD, and HUD will reduce the PHA’s HCV assistance to account for the removal of the FYI voucher assistance from the PHA HCV baseline inventory.</p> <p>c. Waiting List Administration: The funding is targeted</p>	
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	<p>to a specific person. As a result, the PHA must use the assistance for that person. The PHA may admit the youth that is not on the PHA waiting list, or without considering the family's waiting list position. The PHA must maintain records showing the family admitted with the HUD-targeted assistance.</p> <p>d. Length of Assistance: As required by statute, a FYI voucher may only be used to provide housing assistance for you for a maximum of 36 months.</p>	
<p>Pg. 5-11 <u>PHA Policy</u></p> <p>The PHA will assign one bedroom for each two persons within the household, except in the following circumstances:</p> <p>Persons of different generations will be allocated separate bedrooms.</p> <p>Persons of the opposite sex (other than spouse, fiancé,</p>	<p>Pg. 5-11 <u>PHA Policy</u></p> <p>The PHA will assign one bedroom for each two persons within the household, except in the following circumstances:</p> <p>Persons of different generations will be allocated separate bedrooms.</p> <p>It will not be necessary for adults of different generations or opposite sex, other than husband and wife or persons (same sex</p>	

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<p>partners, boyfriend, girlfriend, and significant others), and children <b>over age 6</b>) will be allocated separate bedrooms.</p> <p>Same sex partners will not be allocated separate bedrooms.</p> <p>Same sex children <b>over the age 6</b> will be allocated a separate bedroom.</p> <p>Live-in aides will be allocated a separate bedroom.</p> <p>Single person families will be allocated one bedroom.</p>	<p><b>partners) who represent themselves as a couple, to occupy the same bedroom.</b></p> <p><b>Two children of the opposite sex over the age of six years will not be required to share a bedroom.</b></p> <p>Live-in aides will be allocated a separate bedroom.</p> <p>Single person families will be allocated one bedroom.</p>	
<p>Pg. 4-18</p> <p><u>PHA Policy</u></p> <p>The waiting list will be updated as needed to ensure that all applicants and applicant information is current and timely.</p> <p>To update the waiting list, the PHA will send an update request via first class mail to each family on the waiting list to determine whether the family continues to be interested in, and to qualify for, the program. This update request will be sent to the last address that the PHA has on record for the family. The update request will provide a deadline by which the family must</p>	<p>Pg. 4-18</p> <p><u>PHA Policy</u></p> <p>The waiting list will be updated as needed to ensure that all applicants and applicant information is current and timely.</p> <p>To update the waiting list, the PHA will send an update request via first class mail <b>or electronically</b> to each family on the waiting list to determine whether the family continues to be interested in, and to qualify for, the program. This update request will be sent to the last address or <b>email address</b> that the PHA has on record for the family. The update request will provide a deadline by which the family must respond and will state</p>	<p>Policy changed to give clients more options to submit documentation to PHA and streamline PHA's operations.</p>



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<p>respond and will state that failure to respond will result in the applicant's name being removed from the waiting list.</p> <p>The family's response must be in writing and may be delivered in person or by mail.</p>	<p>that failure to respond will result in the applicant's name being removed from the waiting list.</p> <p>The family's response must be in writing and may be delivered in person, by mail, or electronically.</p>	
<p><u>Pg. 4-18</u></p> <p><u>PHA Policy</u></p> <p>The PHA will notify the family by first class mail when it is selected from the waiting list. The notice will inform the family of the following:</p> <ul style="list-style-type: none"> <li>Date, time, and location of the scheduled application interview, including any procedures for rescheduling the interview</li> <li>Who is required to attend the interview</li> <li>All documents that must be provided at the interview, including information about what constitutes acceptable documentation</li> <li>If a notification letter is returned to the PHA with no forwarding address, the family will be removed from the waiting list. A notice of denial (see Chapter 3) will be sent to the family's address of</li> </ul>	<p><u>Pg. 4-18</u></p> <p><u>PHA Policy</u></p> <p>The PHA will notify the family by first class mail or electronically when it is selected from the waiting list. The notice will inform the family of the following:</p> <ul style="list-style-type: none"> <li>Date, time, and location of the scheduled application interview, including any procedures for rescheduling the interview</li> <li>Who is required to attend the interview</li> <li>All documents that must be provided at the interview, including information about what constitutes acceptable documentation</li> <li>If a notification letter is returned to the PHA with no forwarding address and or if the family does not respond electronically, the family will be removed from the waiting list. A notice of denial (see Chapter 3) will be sent to</li> </ul>	<p>Policy changed to give clients more options to submit documentation to PHA and streamline PHA's operations.</p>

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<p>record, as well as to any known alternate address.</p>	<p>the family's address or last email of record, as well as to any known alternate address.</p>	
<p>Pg. 11-3 <u>PHA Policy</u> Families generally are required to participate in an annual reexamination interview, which must be attended by the head of household, spouse, or cohead. If participation in an in-person interview poses a hardship because of a family member's disability, the family should contact the PHA to request a reasonable accommodation (see Chapter 2). The PHA may also waive the interview requirement for administrative purposes.  Notification of annual reexamination requirements will be sent by first-class mail and will contain the date, time, and location of the interview, if required. In addition, it will inform the family of the information and documentation that must be provided to the PHA.</p>	<p>Pg. 11-3 <u>PHA Policy</u> Families generally are required to participate in an annual reexamination interview, which must be attended by the head of household, spouse, or cohead. If participation in an in-person interview poses a hardship because of a family member's disability, the family should contact the PHA to request a reasonable accommodation (see Chapter 2). The PHA may also waive the interview requirement for administrative purposes.  Notification of annual reexamination requirements will be sent by first-class mail or electronically and will contain the date, time, and location of the interview, if required. In addition, it will inform the family of the information and documentation that must be provided to the PHA.</p>	<p>Policy changed to give clients more options to submit documentation to PHA and streamline PHA's operations.</p>

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<p><b>Pg. 11-4</b></p> <p><b>11-I.D. CONDUCTING ANNUAL REEXAMINATIONS</b></p> <p>As part of the annual reexamination process, families are required to provide updated information to the PHA regarding the family’s income, expenses, and composition [24 CFR 982.551(b)].</p> <p><u>PHA Policy</u></p> <p>Families will be asked to bring all required information (as described in the reexamination notice) to the reexamination appointment, or to mail the required information to the PHA. The required information will include a PHA-designated reexamination form, an Authorization for the Release of Information/Privacy Act Notice, as well as supporting documents or forms related to the family’s income, expenses, and family composition.</p>	<p><b>Pg. 11-4</b></p> <p><b>11-I.D. CONDUCTING ANNUAL REEXAMINATIONS</b></p> <p>As part of the annual reexamination process, families are required to provide updated information to the PHA regarding the family’s income, expenses, and composition [24 CFR 982.551(b)].</p> <p><u>PHA Policy</u></p> <p>Families will be asked to bring all required information (as described in the reexamination notice) to the reexamination appointment, or to mail the required information to the PHA, <b>or to submit the required information electronically</b>. The required information will include a PHA-designated reexamination form, an Authorization for the Release of Information/Privacy Act Notice, as well as supporting documents or forms related to the family’s income, expenses, and family composition.</p>	<p>Policy changed to give clients more options to submit documentation to PHA and streamline PHA’s operations.</p>
<p><b>Pg. 11-15</b></p> <p><b>Method of Reporting</b></p> <p><u>PHA Policy</u></p> <p>The family may notify the PHA of changes either orally or in</p>	<p><b>Pg. 11-15</b></p> <p><b>Method of Reporting</b></p> <p><u>PHA Policy</u></p> <p>The family may notify the PHA of changes either orally or in writing.</p>	<p>Policy changed to give clients more options to submit documentation to PHA and streamline PHA’s operations.</p>

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<p>writing. If the family provides oral notice, the PHA will also require the family to submit the changes in writing.</p> <p>Generally, the family will not be required to attend an interview for an interim reexamination. However, if the PHA determines that an interview is warranted, the family may be required to attend.</p> <p>Based on the type of change reported, the PHA will determine the documentation the family will be required to submit. The family must submit any required information or documents within 10 calendar days of receiving a request from the PHA. This time frame may be extended for good cause with PHA approval. The PHA will accept required documentation by mail, by fax, or in person.</p>	<p>If the family provides oral notice, the PHA will also require the family to submit the changes in writing.</p> <p>Generally, the family will not be required to attend an interview for an interim reexamination. However, if the PHA determines that an interview is warranted, the family may be required to attend.</p> <p>Based on the type of change reported, the PHA will determine the documentation the family will be required to submit. The family must submit any required information or documents within 10 calendar days of receiving a request from the PHA. This time frame may be extended for good cause with PHA approval. The PHA will accept required documentation by mail, by fax, in person, or electronically.</p>	
<p>Pg. 18-44</p> <p>New Section</p>	<p>Pg. 18-44</p> <p><b>18.VIII.F. OWNER ASSISTANCE WITH PHA INTAKE FUNCTIONS</b></p> <p><b><u>PHA Policy</u></b></p> <p>In an effort to enhance services to PBV participants/residents, the PBV landlord may assist with the in-take process on an as needed basis.</p>	<p>CEO's Directive</p>

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<p>Pg. 8-16</p> <p><b>8-II.C. ANNUAL/BIENNIAL HQS INSPECTIONS [24 CFR 982.405; 982.406, Notice PIH 2016-05]</b></p> <p><u>PHA Policy</u></p> <p>Each unit under HAP contract must be inspected within 12 months of the last full HQS inspection.</p> <p>The PHA will not rely on alternative inspection standards.</p>	<p>Pg. 8-16</p> <p><b>8-II.C. ANNUAL/BIENNIAL HQS INSPECTIONS [24 CFR 982.405; 982.406, Notice PIH 2016-05]</b></p> <p><u>PHA Policy</u></p> <p>Each unit under HAP contract must be inspected biennially within 24 months of the last full HQS inspection. If a unit is found to have a life-threatening HQS fail, the owner of that unit will be required to participate in annual inspections for all units for the period of 24 months before being returned to biennial inspections. This does not apply to life-threatening HQS fails caused by tenants. One or more substantiated complaints will also require the owner of that unit to participate in annual inspections for all units for the period of 24 months before being returned to biennial inspections. The PHA reserves the right to require annual inspections of any owner at any time. The PHA will not rely on alternative inspection standards.</p>	