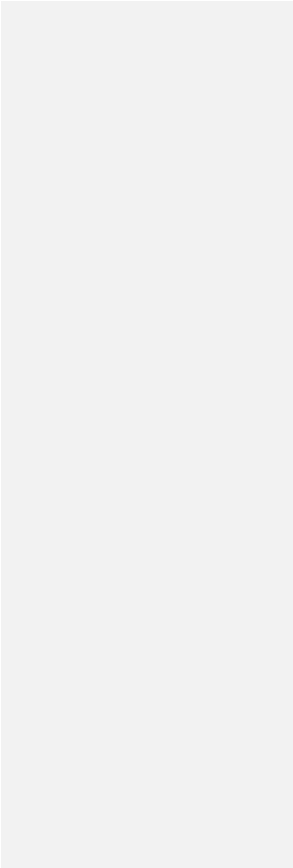


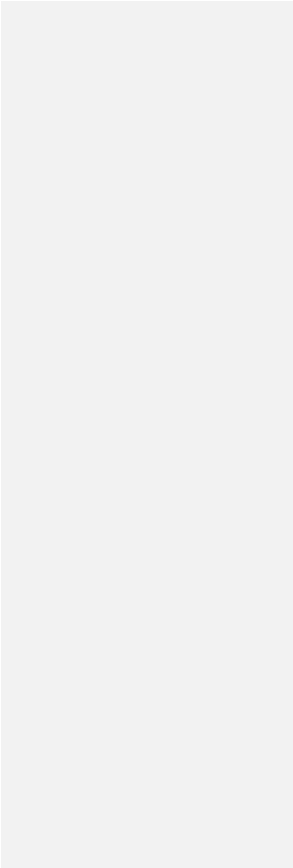
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Submitting Department	Chapter, Page, Section	Current ADMIN PLAN Language	Proposed Language	Change Due to Regulation (Yes or No)	Regulation or Reason for Change
Operations-MTW	CH-8, pg 188-89, II.A	Annual Inspections. HUD requires the PHA to inspect each unit under lease at least annually to confirm that the unit still meets HQS. The inspection may be conducted in conjunction with the family's annual reexamination but also may be conducted separately.	Annual Inspections. HUD requires the PHA to inspect each unit under lease at least biennially to confirm that the unit still meets HQS. The inspection may be conducted in conjunction with the family's biennial or annual reexamination but also may be conducted separately.	No	Per PIH Notice 2016-05, HACP has the authority to go to biennial inspections without HUD's prior approval. COVID waivers allowed HACP to implement in summer 2020 prior to revising Admin Plan.
Operations-MTW	CH-8, pg 190, II.B	Timing of Initial Inspections HUD requires the unit to pass HQS before the effective date of the lease and HAP Contract. HUD requires PHAs with fewer than 1,250 budgeted units to complete the initial inspection, determine whether the unit satisfies HQS, and notify the owner and the family of	Timing of Initial Inspections For tenant-based voucher assistance , HUD requires the unit to pass HQS before the effective date of the lease and HAP Contract. HUD requires PHAs with fewer than 1,250 budgeted units to complete the initial inspection, determine whether the unit satisfies HQS, and notify the owner and the family of the determination within fifteen (15) days of submission of the Request for	Yes (MTW Plan)	To match the 2020 MTW Annual Plan HUD-approved activity allowing all units to be pre inspected.



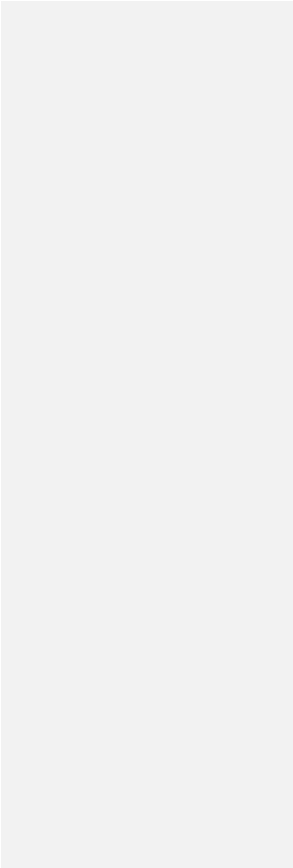
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		<p>the determination within 15 days of submission of the Request for Tenancy Approval (RTA). For PHAs with 1,250 or more budgeted units, to the extent practicable such inspection and determination must be completed within 15 days. The 15-day period is suspended for any period during which the unit is not available for inspection [982.305(b) (2)]. HACP Policy The HACP will complete the initial inspection, determine whether the unit satisfies HQS, and notify the owner and the family of the determination within 15 days of submission of the Request for Tenancy Approval (RTA).</p>	<p>Tenancy Approval (RFTA). For PHAs with 1,250 or more budgeted units, such inspection and determination must be completed within a reasonable time after the family submits a request for approval of the tenancy. To the extent practicable, such inspection and determination must be completed within fifteen (15) days after the family and the owner submit a Request for Tenancy Approval (RFTA). The fifteen (15)-day period is suspended for any period during which the unit is not available for inspection [982.305(b) (2)]. HACP Policy If a unit passes pre-inspection within ninety (90) calendar days of date that HACP received the Request for Tenancy Approval (RFTA), the HACP will use the pre-inspection for the initial HQS inspection. If no pre-inspection was conducted, the Request for Tenancy Approval (RFTA) was not received by HACP within ninety (90) calendar days of pre-inspection pass date, or the unit failed pre-inspection, the HACP will</p>		
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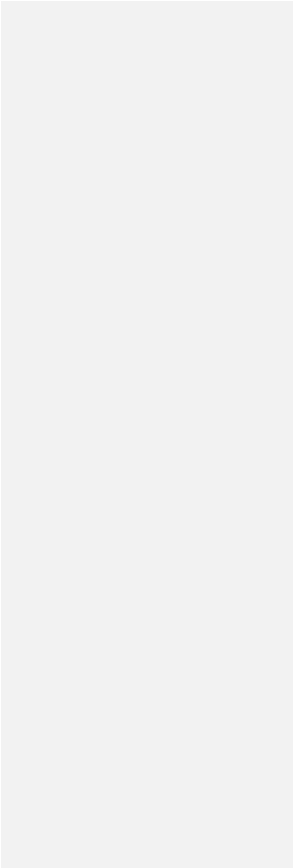
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			<p>complete the initial HQS inspection, determine whether the unit satisfies HQS, and notify the owner and the family of the determination within fifteen (15) days of submission of the Request for Tenancy Approval (RFTA).</p> <p>If HACP determines that additional information is needed from the family or owner to process the Request for Tenancy Approval (RFTA), the HACP will request the information in writing. The family or owner will have ten (10) days to supply the requested information, or the Request for Tenancy Approval (RFTA) will be voided and the family or owner will have to submit a new Request for Tenancy Approval (RFTA).</p>		
Operations-MTW	CH-8, pg 191, II.C	8-II.C. ANNUAL HQS INSPECTIONS [24 CFR 982.405(a)] Scheduling the Inspection Each unit under HAP contract must be inspected within 12 months of the last full HQS inspection.	8-II.C. BIENNIAL/ANNUAL HQS INSPECTIONS [24 CFR 982.405(a), as amended by MTW] Scheduling the Inspection The PHA must inspect the unit leased to a family prior to the initial term of the lease, at least biennially during assisted occupancy, and at	No	Per PIH Notice 2016-05, HACP has the authority to go to biennial inspections without HUD's prior approval. COVID waivers allowed HACP to implement in



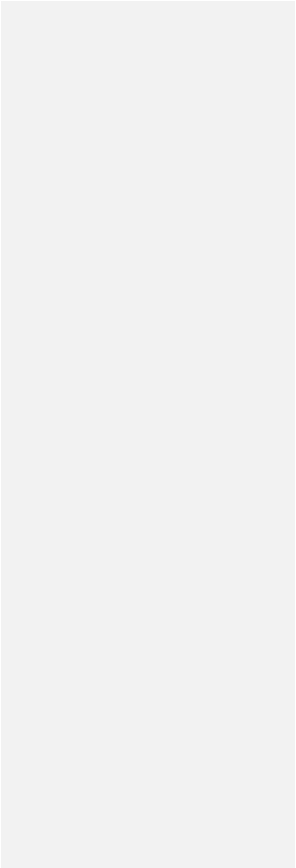
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		<p>HACP Policy If an adult family member cannot be present on the scheduled date, the family should request that HACP reschedule the inspection. The HACP and family will agree on a new inspection date that generally should take place within 7 business days of the originally-scheduled date. The HACP may schedule an inspection more than 7 business days after the original date for good cause.</p>	<p>other times as needed, to determine if the unit meets the HQS. HACP Policy HACP will generally conduct annual HQS inspections, and barring any unforeseen circumstances, at minimum, conduct biennial HQS inspections during the term of the assisted tenancy.</p> <p>Owners participating in HACP's Preferred Owners Program who have passed annual inspection on the first inspection for the past three (3) consecutive years will be moved to biennial inspections. If a future inspection results in a fail, the owner will be removed from the Preferred Owners Program and will return to an annual inspection schedule. The HACP also conducts interim and quality control inspections as scheduled during the term of the tenancy and these inspections would not count towards the total number of passes required to move Preferred Owners to the biennial schedule.</p> <p>If an adult family member</p>		<p>summer 2020 prior to revising Admin Plan.</p>
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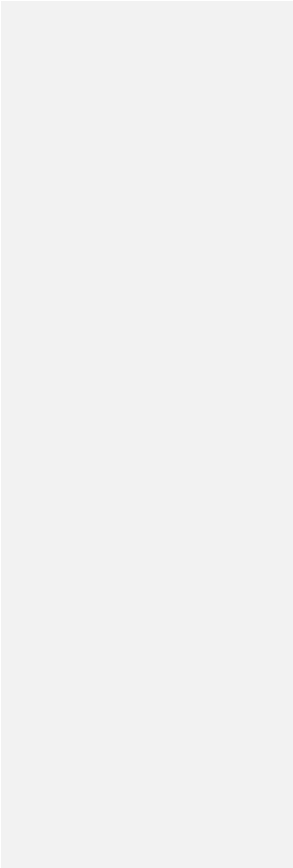
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			cannot be present on the scheduled date...		
Operations-MTW	Ch-8, pg 192, II.D	HACP Policy If the annual inspection has been scheduled or is due within 90 days of the date the special inspection is scheduled HACP may elect to conduct a full annual inspection.	HACP Policy If the biennial/annual inspection has been scheduled or is due within ninety (90) days of the date the special inspection is scheduled HACP may elect to conduct a full biennial/annual inspection.	No	Per PIH Notice 2016-05, HACP has the authority to go to biennial inspections without HUD's prior approval. COVID waivers allowed HACP to implement in summer 2020 prior to revising Admin Plan.
Operations-MTW	Ch-8, pg 192, II.E	The Quality Control Inspections will include 10% of each month's total of initial, annual and compliant inspections.	The Quality Control Inspections will include 10% of each month's total of initial, biennial/annual and compliant inspections.	No	Per PIH Notice 2016-05, HACP has the authority to go to biennial inspections without HUD's prior approval. COVID waivers allowed HACP to implement in summer 2020 prior to revising Admin Plan.
Operations-MTW	Ch-17, pg 360, III.B	The physical condition standards at 24 CFR 5.703 does not apply to the PBV program. HACP Policy	The physical condition standards at 24 CFR 5.703 does not apply to the PBV program. HACP Policy HACP will use its standard	No (being added to 2021 MTW)	To match the proposed new activity in the 2021 MTW Annual Plan



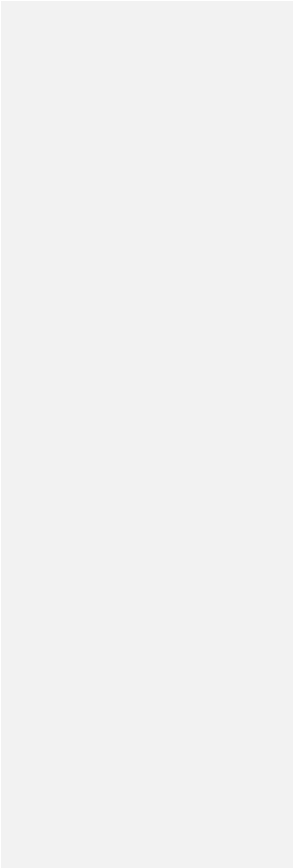
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		HACP will use its standard HQS protocol to inspect and approve project-based units; except in the case where HACP is the owner. An independent inspector will be used when HACP is the owner of the unit.	HQS protocol to inspect and approve project-based units except in the following cases: <ul style="list-style-type: none"> For owners participating in the Preferred Owners Program, the HACP will accept the City of Pittsburgh's Certificate of Occupancy for a new construction unit in lieu of the pre-HAP contract HQS inspection, if the unit is occupied within sixty (60) days of the date listed on the Certificate of Occupancy. An independent inspector will be used when HACP is the owner of the unit. 	Plan)	allowing all owners (not just Preferred Owners) to use CO for pre-hap contract HQS inspection.
Operations- MTW	Ch-17, pg 360, III.D	Pre-HAP Contract Inspections [24 CFR 983.103(b)] The PHA must inspect each contract unit before execution of the HAP contract. The PHA may not enter into a HAP contract covering a unit until the unit fully complies with HQS.	Pre-HAP Contract Inspections [24 CFR 983.103(b), as amended by MTW] The PHA must inspect each contract unit before execution of the HAP contract. The PHA may not enter into a HAP contract covering a unit until the unit fully complies with HQS. HACP Policy For owners in the Preferred Owners Program, the HACP will accept the City of Pittsburgh's Certificate of Occupancy for a new unit in	No (being added to 2021 MTW Plan)	To match the proposed new activity in the 2021 MTW Annual Plan allowing all owners (not just Preferred Owners) to use CO for PBV pre-hap contract HQS inspection.



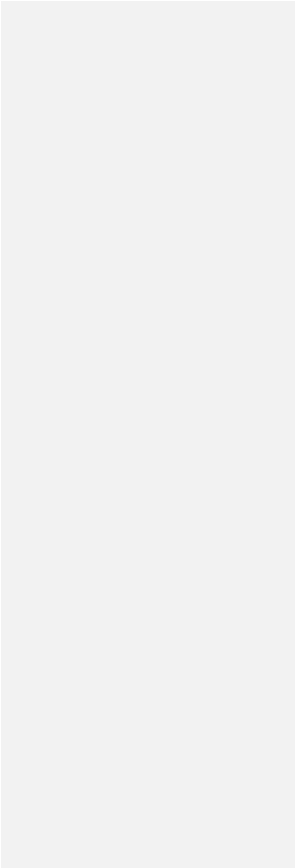
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			lieu of the pre-HAP contract HQS inspection, if the unit is occupied within sixty (60) days of the date listed on the Certificate of Occupancy.		
Operations- MTW	Ch-17, pg 361, III.D	<p>Annual Inspections [24 CFR 983.103(d)] At least annually during the term of the HAP contract, the PHA must inspect a random sample, consisting of at least 20 percent of the contract units in each building to determine if the contract units and the premises are maintained in accordance with HQS. Turnover inspections are not counted toward meeting this biennial inspection requirement. If more than 20 percent of the annual sample of inspected contract units in a building fails the initial inspection, the PHA must re-inspect 100 percent of the contract units in the building.</p>	<p>Biennial/Annual Inspections [24 CFR 983.103(d)] At least biennially during the term of the HAP contract, the PHA must inspect a random sample, consisting of at least 20 percent of the contract units in each building to determine if the contract units and the premises are maintained in accordance with HQS. Turnover inspections are not counted toward meeting this biennial inspection requirement. HACP Policy HACP will generally conduct annual HQS inspections, and barring any unforeseen circumstances, at minimal, conduct biennial HQS inspections during the term of the assisted tenancy. Owners participating in HACP's Preferred Owners Program who have passed annual inspection on the first inspection for the past three (3) consecutive years will be</p>	No	Per PIH Notice 2016-05, HACP has the authority to go to biennial inspections without HUD's prior approval. COVID waivers allowed HACP to implement in summer 2020 prior to revising Admin Plan.



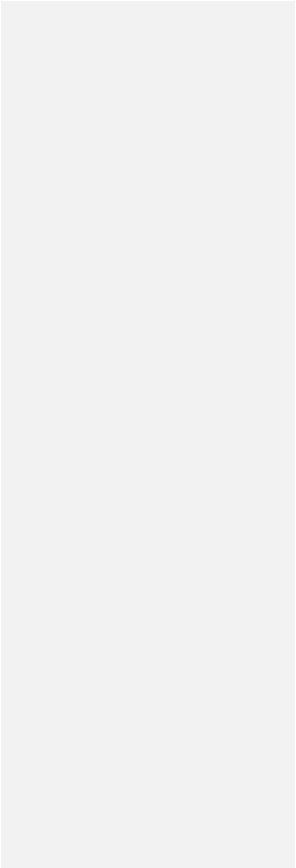
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			<p>moved to biennial inspections. If a future inspection results in a fail, the owner will be removed from the Preferred Owners Program and will return to an annual inspection schedule. The HACP also conducts interim and quality control inspections as scheduled during the term of the tenancy and these inspections would not count towards the total number of passes required to move Preferred Owners to the biennial schedule.</p> <p>If more than 20 percent of the biennial/annual sample of inspected contract units in a building fails the initial inspection, the PHA must re-inspect 100 percent of the contract units in the building.</p>		
MTW-Operations	Ch-17, pg 363-364, IV.D	HACP Policy HACP will determine the need for the owner to submit additional documentation as evidence of housing completion on a case-by-case basis depending on the nature of the PBV project.	HACP Policy For owners in the Preferred Owner's Program, HACP will request a copy of the City of Pittsburgh's Certificate of Occupancy. HACP will determine the need for the owner to submit any additional documentation as evidence of housing completion on a case-by-case basis depending on the	No (being added to 2021 MTW Plan)	To match the proposed new activity in the 2021 MTW Annual Plan allowing all owners (not just Preferred Owners) to use CO for PBV pre-hap contract HQS



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			nature of the PBV project.		inspection.
MTW-Operations	Ch-17, pg 364, IV.D	PHA Acceptance of Completed Units [24 CFR 983.156] Upon notice from the owner that the housing is completed, the PHA must inspect to determine if the housing has been completed in accordance with the Agreement, including compliance with HQS and any additional requirements imposed under the Agreement. The PHA must also determine if the owner has submitted all required evidence of completion.	PHA Acceptance of Completed Units [24 CFR 983.156, as amended by MTW] Upon notice from the owner that the housing is completed, the PHA must inspect to determine if the housing has been completed in accordance with the Agreement, including compliance with HQS and any additional requirements imposed under the Agreement. The PHA must also determine if the owner has submitted all required evidence of completion. HACP Policy For owners in the Preferred Owner's Program, the HACP will accept the City of Pittsburgh's Certificate of Occupancy for a new unit in lieu of the pre-HAP contract HQS inspection, if the unit is occupied within sixty (60) days of the date listed on the Certificate of Occupancy.	No (being added to 2021 MTW Plan)	To match the proposed new activity in the 2021 MTW Annual Plan allowing all owners (not just Preferred Owners) to use CO for PBV pre-hap contract HQS inspection.
Operations- MTW	Ch-17, pg 365, V.B	Execution of the HAP Contract [24 CFR 983.204]... ...HACP Policy For existing housing, the	Execution of the HAP Contract [24 CFR 983.204, as amended by MTW]... <i>(all language in between the same)</i>	No (being added to 2021 MTW Plan)	To match the proposed new activity in the 2021 MTW Annual Plan



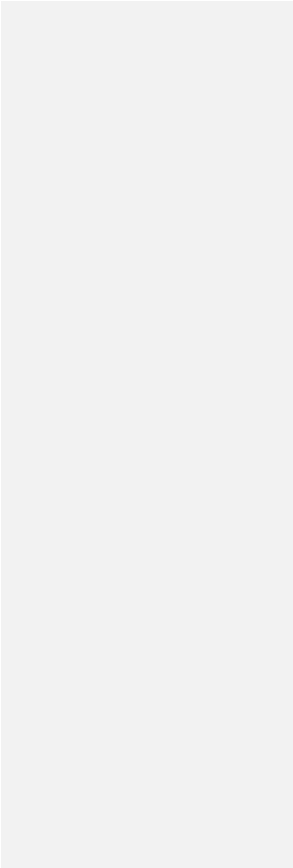
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		HAP contract will be executed within 10 business days of the PHA determining that all units pass HQS. For rehabilitated or newly constructed housing, the HAP contract will be executed within 10 business days of the PHA determining that the units have been completed in accordance with the agreement to enter into HAP, all units meet HQS , and the owner has submitted all required evidence of completion.	...HACP Policy For existing housing, the HAP contract will be executed within 10 business days of the PHA determining that all units pass HQS. For rehabilitated or newly constructed housing, the HAP contract will be executed within 10 business days of the PHA determining that the units have been completed in accordance with the agreement to enter into HAP, all units meet HQS or the City of Pittsburgh's Certificate of Occupancy for Preferred Owners is presented to HACP showing that the units have been occupied within sixty (60) days from the date on the Certificate , and the owner has submitted all required evidence of completion. Evidence of completion for designated accessible units must include an Accessibility Certification from HACP's third-party certifier before the HAP contract can be executed.	Plan)	allowing all owners (not just Preferred Owners) to use CO for PBV pre-hap contract HQS inspection.
Submitting Department	Chapter, Page, Section	Current ADMIN PLAN Language	Proposed Language	Change Due to Regulation (Yes or	Regulation or Reason for Change

Comment [1]: @monique.pierre@hacp.org
Assigned to Monique Pierre

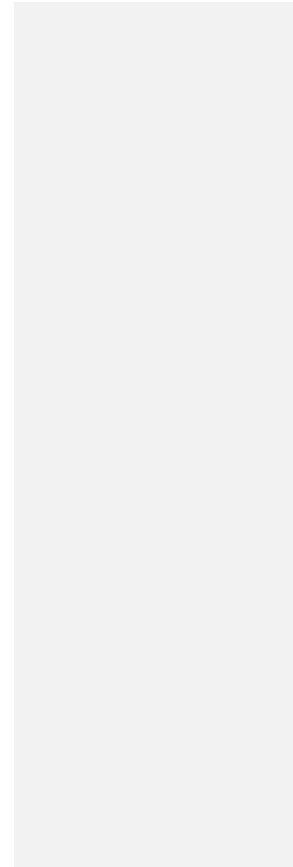
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				No)	
HCV	1-III.D, pg 11	HACP will review the plan at least once a year, and will update as to reflect changes in regulations, HACP operations, or when needed to ensure staff consistency in operations	HACP will review the plan at least once a year, and will update as needed to reflect changes in regulations, HACP operations, or when needed to ensure staff consistency in operations	N	Update from Nan McKay
	3-III.C., pg 46	<p>OTHER PERMITTED REASONS FOR DENIAL OF ASSISTANCE</p> <p>Previous Behavior in Assisted Housing [24 CFR 982.552(c)]</p> <p>HACP will deny assistance to an applicant family if:</p> <p>Any family member has been evicted from federally-assisted housing. A PHA has ever terminated assistance under the program for any member of the family.</p>	<p>OTHER PERMITTED REASONS FOR DENIAL OF ASSISTANCE</p> <p>Previous Behavior in Assisted Housing [24 CFR 982.552(c)]</p> <p>...</p> <p>HACP will deny assistance to an applicant family if:</p> <p>Any family member has been evicted from federally-assisted housing or terminated from a Housing Choice Voucher Program within the past five (5) years for any reason other than the non-payment of rent. The five-year (5) limit is based on the date of such eviction.</p> <p>A PHA has ever terminated assistance under the program for any member of the family.</p>		Update from Nan McKay
HCV	5.II.E, pg 93	Within 10 business days after the expiration of the voucher term or any extension, HACP will notify the family in writing that the voucher term has expired and that the family must reapply in order to be placed	Within 10 business days after the expiration of the voucher term or any extension, the PHA will notify the family in writing that the voucher term has expired and that the family must reapply when the waiting list is open in order to be placed on the waiting list		Update from Nan McKay



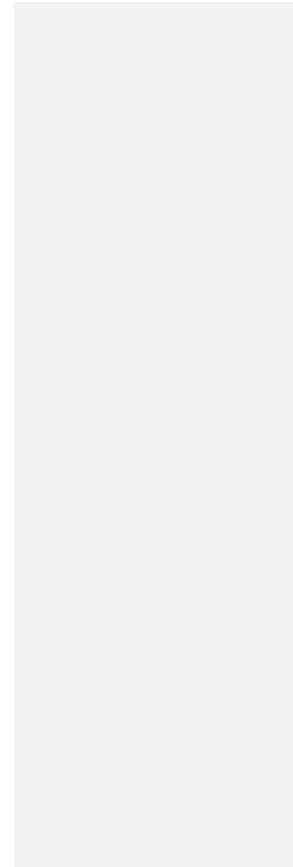
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		on the waiting list.			
HCV	6.1.B, pg 98	Joint Custody of Dependents: When more than one applicant or participant family is claiming the same dependents as family members, the family with primary custody at the time of the initial examination or reexamination will be able to claim the dependents. If there is a dispute about which family should claim them, the HACP will make the determination based on available documents such as court orders, or an IRS return showing which family has claimed the child for income tax purposes.	Joint Custody of Dependents: When more than one applicant or participant family is claiming the same dependents as family members, the family with primary custody at the time of the initial examination or reexamination will be able to claim the dependents. If there is a dispute about which family should claim them, the PHA will make the determination based on available documents such as court orders, school records, or an IRS return showing which family has claimed the child for income tax purposes.		Update from Nan McKay
HCV	6.1.E, pg 105	Calculation of the Disallowance Calculation of the earned income disallowance for an eligible member of a qualified family begins with a comparison of the member's current income with his or her "prior income." HACP Policy The HACP defines prior income, or prequalifying income, as the family member's last certified income prior to qualifying for the EID.	Calculation of the Disallowance Calculation of the earned income disallowance for an eligible member of a qualified family begins with a comparison of the member's current income with his or her "baseline income." The family member's baseline income is his or her income immediately prior to qualifying for the EID. The family member's baseline income remains constant throughout the period that he or she is participating in the EID.		Update from Nan McKay



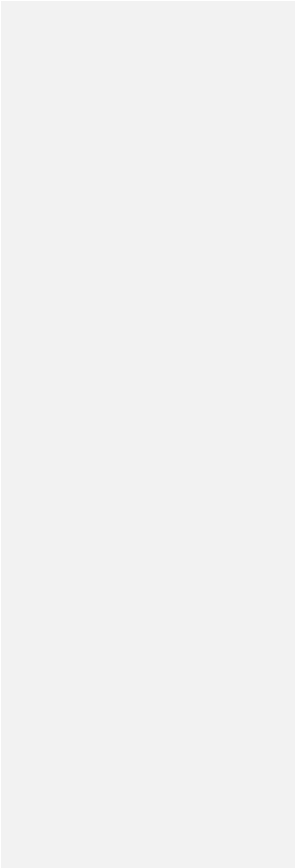
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HCV	6.I.G, pg 111	Assets Disposed Of for Less than Fair Market Value [24 CFR 5.603(b)]	Assets Disposed 6CF for Less than Fair Market Value [24 CFR 5.603(b)]		Update from Nan McKay
HCV	6.I.G, pg 112	Equity (cash value) in a property or other capital asset is the estimated current market value of the asset less the unpaid balance on all loans secured by the asset and reasonable costs (such as broker fees) that would be incurred in selling the asset [HCV GB, p. 5-25]. ...	The PHA must also deduct from the equity the reasonable costs for converting the asset to cash. Using the formula for calculating equity specified above, the net cash value of real property is the market value minus the balance of the loan (mortgage) minus the expenses to convert to cash. [Notice PIH 2012-3].		Update from Nan McKay



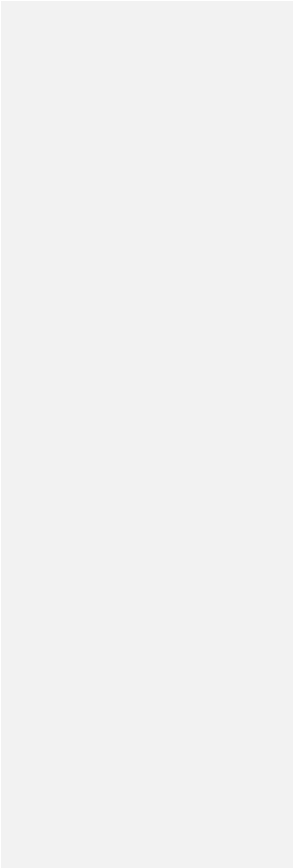
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HCV	6.II.D, pg 124	<p>Services of medical professionals Surgery and medical procedures that are necessary, legal, noncosmetic Services of medical facilities Hospitalization, long-term care, and in-home nursing services Prescription medicines and insulin, but not nonprescription medicines even if recommended by a doctor Improvements to housing directly related to medical needs (e.g., ramps for a wheel</p>	<p>Summary of Allowable Medical Expenses from IRS Publication 502</p> <p>Services of medical professionals Surgery and medical procedures that are necessary, legal, noncosmetic Services of medical facilities Hospitalization, long-term care, and in-home nursing services Prescription medicines and insulin, but not nonprescription medicines even if recommended by a doctor Improvements to housing directly related to medical needs (e.g., ramps for a wheelchair, handrails) Substance abuse treatment programs</p>		Update from Nan McKay
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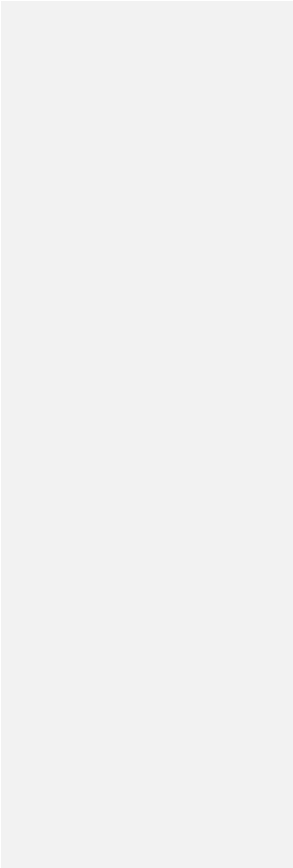
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HCV	7.III.J, page 170	<p>7-III.J. STUDENT FINANCIAL ASSISTANCE</p> <p>Any financial assistance, in excess of amounts received for tuition, that a person attending an institution of higher education receives under the Higher Education Act of 1965, from private sources, or from an institution of higher education must be considered income unless the student is over the age of 23 with dependent children or is residing with parents who are seeking or receiving HCV assistance [24 CFR 5.609(b) (9) and FR 4/10/06].</p>	<p>7-III.J. STUDENT FINANCIAL ASSISTANCE [Notice PIH 2015-21]</p> <p>Any financial assistance, in excess of amounts received for tuition, fees, and other required charges that a person attending an institution of higher education receives under the Higher Education Act of 1965, from private sources, or from an institution of higher education must be considered income unless the student is over the age of 23 with dependent children or is residing with parents who are seeking or receiving HCV assistance [24 CFR 5.609(b)(9) and FR 4/10/06].</p>		Update from Nan McKay
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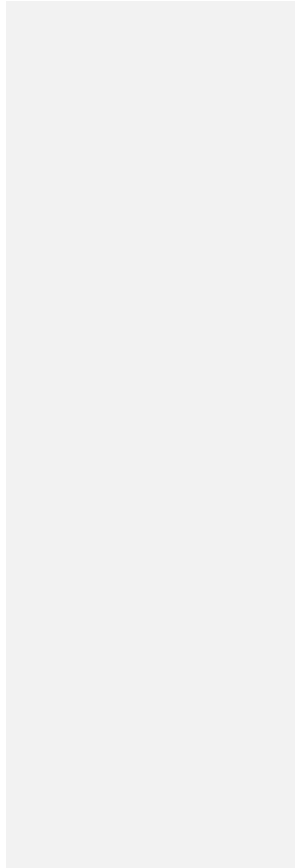
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HCV	8.II.A, pg 190	<p>Owner and Family Inspection Attendance HUD permits the PHA to set policy regarding family and owner presence at the time of inspection [HCV GB p. 10-27].</p> <p>HACP Policy When a family occupies the unit at the time of inspection an adult family member must be present for the inspection. The presence of the owner or the owner's representative is encouraged but is not required.</p>	<p>Owner and Family Inspection Attendance HUD permits the PHA to set policy regarding family and owner presence at the time of inspection [HCV GB p. 10-27].</p> <p>PHA Policy When a family occupies the unit at the time of inspection an authorized adult family member must be present for the inspection. The presence of the owner or the owner's representative is encouraged but is not required.</p>		Update from Nan McKay
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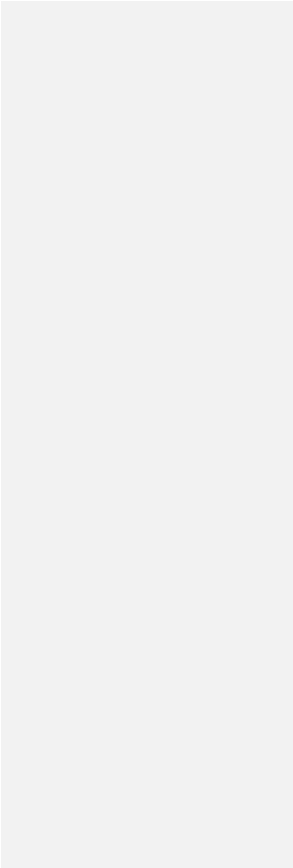
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HCV	8.II.C, pg 191	<p>Scheduling the Inspection Each unit under HAP contract must be inspected within 12 months of the last full HQS inspection.</p> <p>HACP Policy If an adult family member cannot be present on the scheduled date, the family should request that HACP reschedule the inspection. The HACP and family will agree on a new inspection date that generally should take place within 7 business days of the originally-scheduled date. The HACP may schedule an inspection more than 7 business days after the original date for good cause.</p>	<p>Scheduling the Inspection</p> <p>PHA Policy</p> <p>If an adult family member cannot be present on the scheduled date, the family should request that the PHA reschedule the inspection. The PHA and family will agree on a new inspection date that generally should take place within five business days of the originally-scheduled date. The PHA may schedule an inspection more than five business days after the original date for good cause.</p>		Update from Nan McKay
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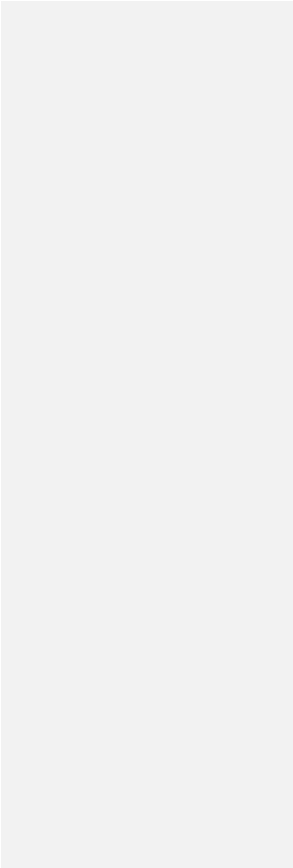
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HCV	10.I.A	<p>HACP Policy If a family requests permission to move with continued assistance based on a claim that the move is necessary to protect the health or safety of a family member who is or has been the victim of domestic violence, dating violence, or stalking, the HACP will request documentation in accordance with section 16-IX.D of this plan.</p> <p>The HACP reserves the right to waive the documentation requirement if it determines that a statement or other corroborating evidence from the family or family member will suffice. In such cases the HACP will document the waiver in the family's file.</p>	<p>ALLOWABLE MOVES</p> <p>PHA Policy If a family requests permission to move with continued assistance or for an external transfer to another covered housing program operated by the PHA based on a claim that the move is necessary to protect the health or safety of a family member who is or has been the victim of domestic violence, dating violence, sexual assault, or stalking, the PHA will request that the resident request the emergency transfer using form HUD-5383, and the PHA will request documentation in accordance with section 16-IX.D of this plan.</p> <p>The PHA reserves the right to waive the documentation requirement if it determines that a statement or other corroborating evidence from the family or family member will suffice. In such cases the PHA will document the waiver in the family's file. The PHA may choose to provide a voucher to facilitate an emergency transfer of the victim without first terminating the assistance of the perpetrator. Before granting an emergency transfer, the PHA will ensure the victim is eligible to receive continued assistance based on the citizenship or immigration status of the victim. The PHA has adopted an emergency transfer plan, which is included as Exhibit 16-3 to this plan and discusses external transfers to other covered housing programs.</p>		Update from Nan McKay
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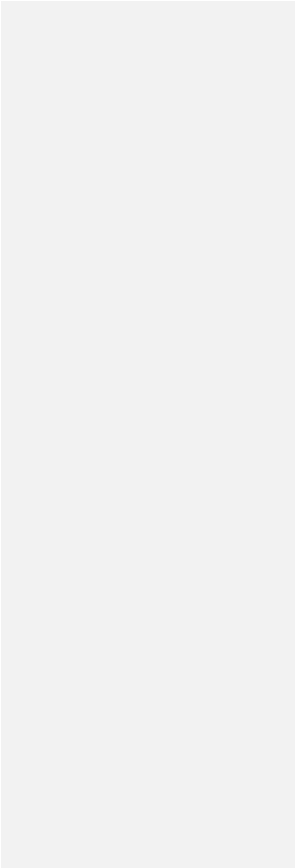
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HCV	12.III.B, pg 260	<p>Other Good Cause</p> <p>After the initial lease term, the owner may give the family notice at any time, in accordance with the terms of the lease.</p>	<p>Other Good Cause</p> <p>After the initial lease term, the owner may give the family notice at any time, in accordance with the terms of the lease.</p> <p>If a property is subject to foreclosure, during the term of the lease, the new owner of the property does not have good cause to terminate the tenant's lease, unless the new owner will occupy the unit as their primary residence and has provided the tenant with at least a 90-day notice. In that case, the lease may be terminated effective on the date of sale, although the tenant is still entitled to a 90-day notice to vacate. See Section 13-II.G for a discussion of PHA policies relating to units in foreclosure.</p>		Update from Nan McKay
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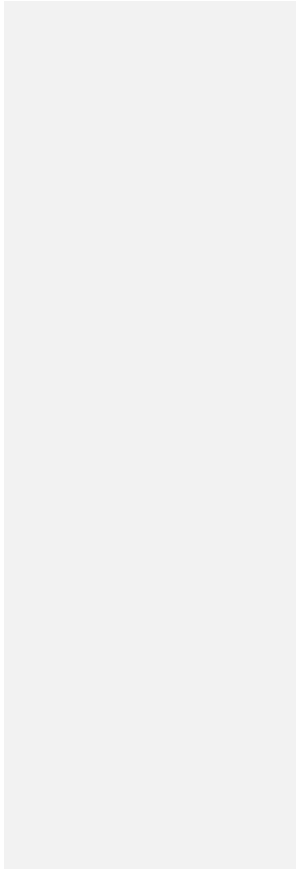
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HCV	16.III.B Pg 319	<p>Informal Review Procedures [24 CFR 982.554(b)]</p> <p>The informal review must be conducted by a person other than the one who made or approved the decision under review, or a subordinate of this person.</p> <p>The applicant must be provided an opportunity to present written or oral objections to the decision of the PHA.</p> <p>Informal Review Decision [24 CFR 982.554(b)]</p> <p>The PHA must notify the applicant of the PHA's final decision, including a brief statement of the reasons for the final decision.</p> <p>HACP Policy</p> <p>In rendering a decision, HACP will evaluate the following matters:</p> <p>Whether or not the grounds for denial were stated factually in the notice to the family.</p>	<p>Informal Review Procedures [24 CFR 982.554(b)]</p> <p>The informal review must be conducted by a person other than the one who made or approved the decision under review, or a subordinate of this person.</p> <p>The applicant must be provided an opportunity to present written or oral objections to the decision of the PHA.</p> <p>Remote Informal Reviews</p> <p>All PHA policies and processes for remote informal reviews must be conducted in accordance with due process requirements and be in compliance with HUD regulations.</p> <p>PHA Policy</p> <p>The PHA has the sole discretion to require that informal reviews be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster.</p> <p>In addition, the PHA will conduct an informal review remotely upon request of the applicant as a reasonable accommodation for a person with a disability, if an applicant does not have child care or transportation that would enable them to attend the informal review, or if the applicant believes an in-person informal review would create an undue health risk. The PHA will consider other reasonable requests for a</p>		Update from Nan McKay
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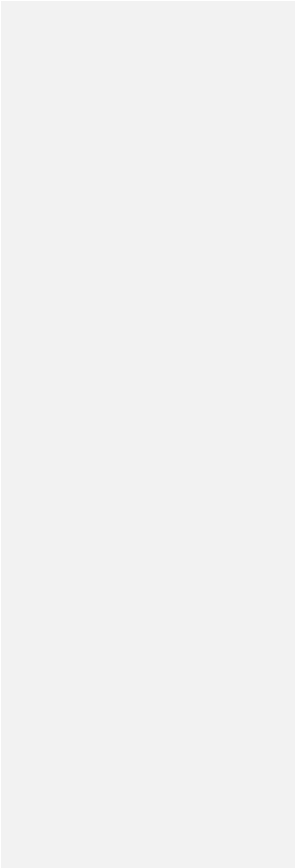
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			remote informal review on a case-by-case basis. Conducting Remote Informal Reviews The PHA must ensure that the applicant has the right to hear and be heard. PHA Policy		
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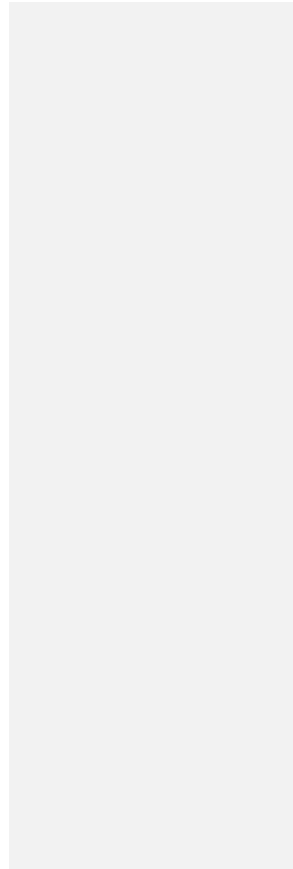
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HCV	16.III.C pg 320	<p>HACP Policy</p> <p>HACP will only offer participants the opportunity for an informal hearing when required to by the regulations.</p>	<p>PHA Policy</p> <p>The PHA will only offer participants the opportunity for an informal hearing when required to by the regulations.</p> <p>Remote Informal Hearings</p> <p>The PHA's essential responsibility is to ensure informal hearings meet the requirements of due process and comply with HUD regulations. Therefore, all PHA policies and processes for remote informal hearings will be conducted in accordance with due process requirements and will be in compliance with HUD regulations.</p> <p>PHA Policy</p> <p>The PHA has the sole discretion to require that informal hearings be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster. In addition, the PHA will conduct an informal hearing remotely upon request as a reasonable accommodation for a person with a disability, if a participant does not have child care or transportation that would enable them to attend the informal hearing, or if the participant believes an in-person hearing would create an undue health risk. The PHA will consider other reasonable requests for a remote informal hearing on a case-by-case basis.</p>		Update from Nan McKay
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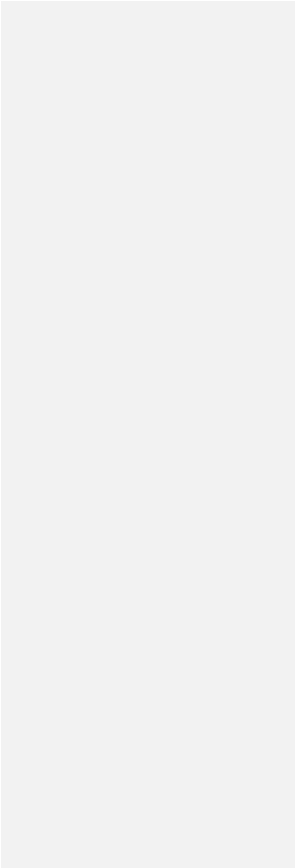
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			<p>Conducting Informal Hearings Remotely In conducting any informal hearing remotely, the PHA shall ensure due process and that all parties are able to have full access to the hearing. PHA Policy The PHA will conduct remote informal hearings via telephone conferencing call-in or via videoconferencing. If the informal hearing will be conducted via videoconferencing, the PHA will ensure that all participants, participant representatives, advocates, witnesses, PHA representatives, and the hearing officer can adequately access the platform (i.e., hear, be heard, see, and be seen). If any participant, representative, advocate, witness, PHA representative, or hearing officer is unable to effectively utilize the videoconferencing platform, the informal hearing will be conducted by telephone conferencing call-in. Whether the informal hearing is to be conducted via videoconferencing or telephone calling, the PHA will provide all parties login information and/or telephone call-in information before the hearing.</p>		
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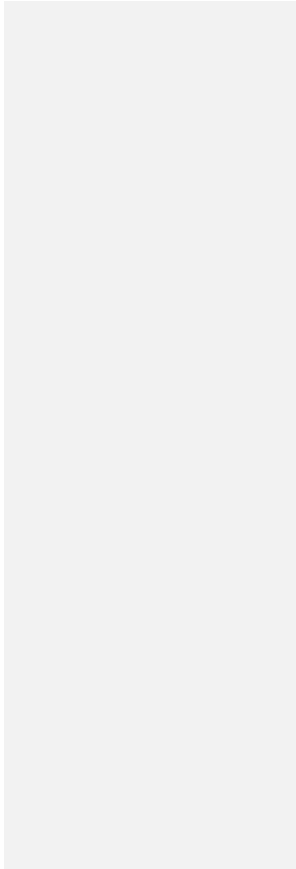
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HCV	16.III.C 321	<p>INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] HACP Policy</p> <p>In cases where HACP makes a decision for which an informal hearing must be offered, the notice to the family will include all of the following: The proposed action or decision of HACP. A brief statement of the reasons for the decision, including the regulatory reference. The date the proposed action will take place. A statement of the family's right to an explanation of the basis for the HACP's decision. A statement that if the family does not agree with the decision the family may request an informal hearing of the decision. A deadline for the family to request the informal hearing. To whom the hearing request should be addressed. A copy of the HACP's hearing procedures.</p>	<p>INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555] PHA Policy</p> <p>In cases where the PHA makes a decision for which an informal hearing must be offered, the notice to the family will include all of the following: The proposed action or decision of the PHA. A brief statement of the reasons for the decision, including the regulatory reference. The date the proposed action will take place. A statement of the family's right to an explanation of the basis for the PHA's decision. A statement that if the family does not agree with the decision the family may request an informal hearing of the decision. A deadline for the family to request the informal hearing. To whom the hearing request should be addressed. A copy of the PHA's hearing procedures</p> <p>That the family may request a remote informal hearing. If the PHA will require that the hearing be conducted remotely, at the time the notice is sent to the family informing them of the right to request an informal hearing, the family will be notified that the informal hearing will be conducted remotely. The family will be informed of the processes involved in a remote informal hearing</p>		Update from Nan McKay
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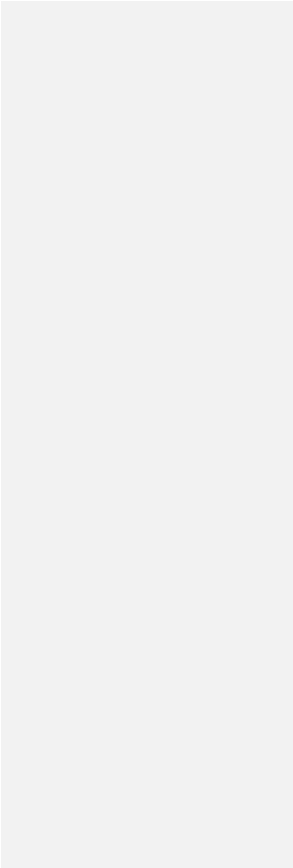
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			and that the PHA will provide technical assistance, if needed, before the informal hearing.		
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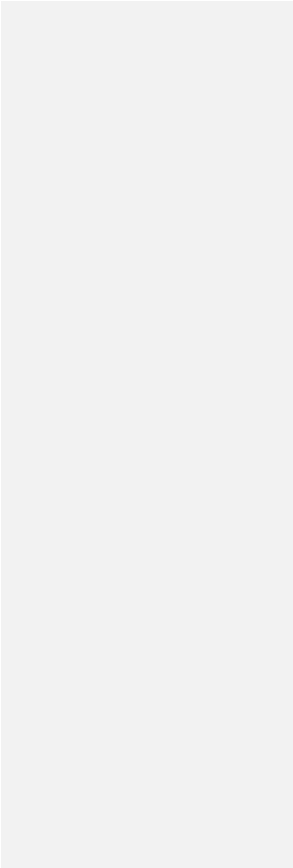
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HCV	16.III.C, pg 322	<p>Scheduling an Informal Hearing [24 CFR 982.555(d)]</p> <p>The HACP will reschedule the hearing only if the family can show good cause for the failure to appear, or if it is needed as a reasonable accommodation for a person with disabilities.</p>	<p>Scheduling an Informal Hearing [24 CFR 982.555(d)]</p> <p>The PHA will reschedule the hearing only if the family can show good cause for the failure to appear, or if it is needed as a reasonable accommodation for a person with disabilities. If the family cannot show good cause for the failure to appear, or a rescheduling is not needed as a reasonable accommodation, the PHA's decision will stand.</p>		Update from Nan McKay
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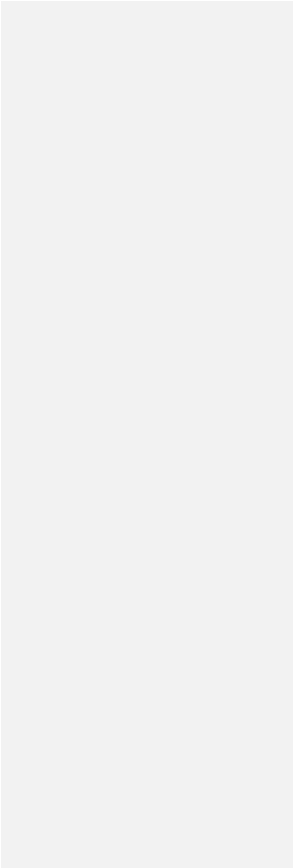
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HCV	16.III.C, pg 322	<p>Pre-Hearing Right to Discovery [24 CFR 982.555(e)]</p> <p>The PHA hearing procedures may provide that the PHA must be given the opportunity to examine at the PHA offices before the hearing, any family documents that are directly relevant to the hearing. The PHA must be allowed to copy any such document at the PHA's expense. If the family does not make the document available for examination on request of the PHA, the family may not rely on the document at the hearing.</p> <p>For the purpose of informal hearings, documents include records and regulations.</p> <p>HACP Policy Whenever a participant requests an informal hearing, HACP will mail a confirmation letter to the participant informing the participant that the participant may review information relevant to the hearing at the Legal Department of the Housing Authority of the City of Pittsburgh. The family will not be charged for these documents. If the family loses their documents they</p>	<p>Pre-Hearing Right to Discovery [24 CFR 982.555(e)]</p> <p>The PHA hearing procedures may provide that the PHA must be given the opportunity to examine at the PHA offices before the hearing, any family documents that are directly relevant to the hearing. The PHA must be allowed to copy any such document at the PHA's expense. If the family does not make the document available for examination on request of the PHA, the family may not rely on the document at the hearing.</p> <p>For the purpose of informal hearings, documents include records and regulations.</p> <p>PHA Policy</p> <p>The family will be allowed to copy any documents related to the hearing at a cost per page determined by the PHA's Legal Department. The family must request discovery of PHA documents no later than 12:00 p.m. on the business day prior to the scheduled hearing date.</p> <p>If the hearing will be conducted remotely, the PHA will provide the documents electronically whenever possible.</p> <p>The PHA hearing procedures may provide that the PHA must be given the opportunity to examine at the PHA offices before the hearing any family documents that are directly</p>		Update from Nan McKay
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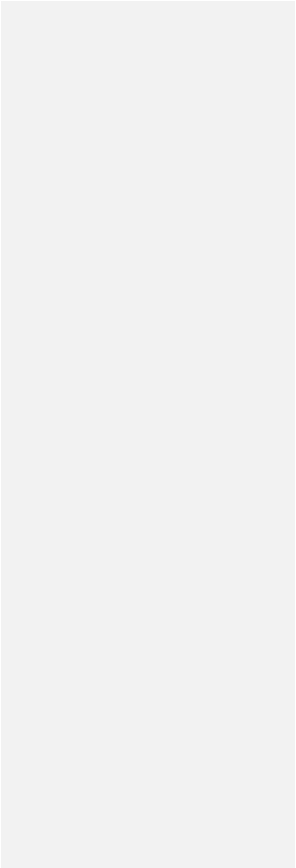
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		may be charged for additional copies at the rates currently used by HACP. The family must request additional copies of HACP documents no later than 12:00 p.m., two business days prior to the scheduled hearing date.	<p>relevant to the hearing. The PHA must be allowed to copy any such document at the PHA's expense. If the family does not make the document available for examination on request of the PHA, the family may not rely on the document at the hearing.</p> <p>HACP Policy HACP will provide documents that will be introduced as evidence at the hearing electronically, via mail, or any other means agreed upon by the HACP's counsel and the participant and/or their counsel.</p>		
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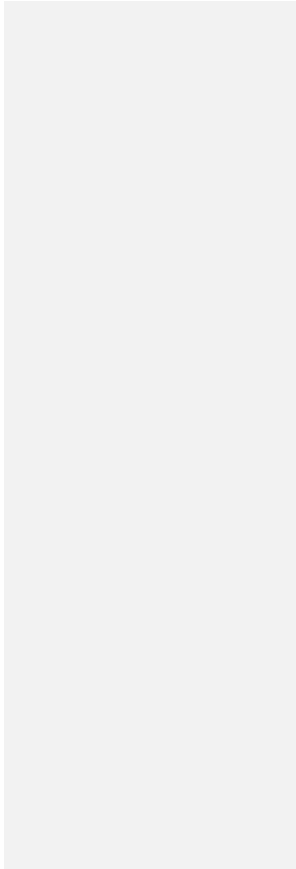
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HCV	16.IX.E Pg 345	<p>CONFIDENTIALITY [24 CFR 5.2007(b) (4)]</p> <p>FOR ADDITIONAL INFORMATION If you have any questions regarding VAWA, please contact at .</p>	<p>CONFIDENTIALITY [24 CFR 5.2007(b) (4)]</p> <p>Non-Compliance with The Requirements of This Notice</p> <p>You may report a covered housing provider's violations of these rights and seek additional assistance, if needed, by contacting or filing a complaint with Fair Housing Partnership of Greater Pittsburgh or HUD Pittsburgh field office.</p> <p>For Additional Information You may view a copy of HUD's final VAWA rule at: https://www.gpo.gov/fdsys/pkg/FR-2016-11-16/pdf/2016-25888.pdf.</p> <p>Additionally, the PHA must make a copy of HUD's VAWA regulations available to you if you ask to see them.</p> <p>For questions regarding VAWA, please contact the HCV Department.</p> <p>For help regarding an abusive relationship, you may call the National Domestic Violence Hotline at 1-800-799-7233 or, for persons with hearing impairments, 1-800-787-3224 (TTY). For tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at https://www.victimsofcrime.org/ourprograms/stalking-resource-center.</p> <p>Attachment: Certification form HUD-5382 [form approved for this program to be included]</p>		Update from Nan McKay
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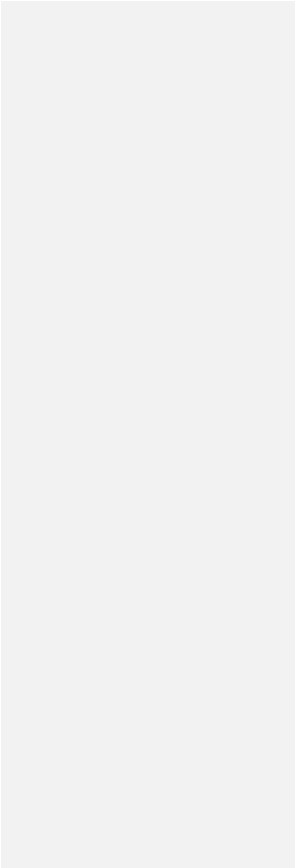
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			<p>[Keep] DEFINITIONS For purposes of determining whether a tenant may be covered by VAWA, the following list of definitions applies:</p>		
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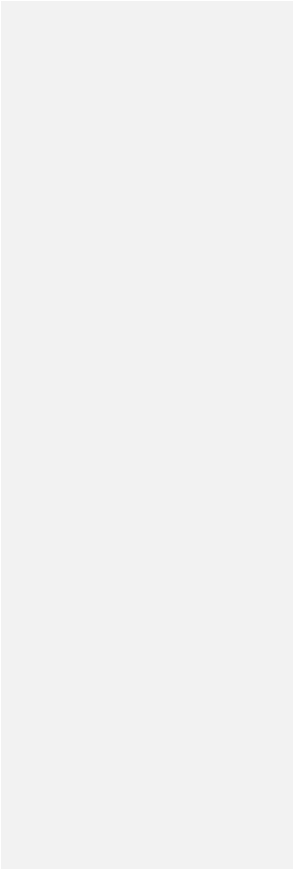
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HCV	17.II.B	<p>17-II.B. OWNER PROPOSAL SELECTION PROCEDURES [24 CFR 983.51]</p> <p>This may include selection of a proposal for housing assisted under a federal, state, or local government housing assistance program that was subject to a competition in accordance with the requirements of the applicable program, community development program, or supportive services program that requires competitive selection of proposals (e.g., HOME, and units for which competitively awarded LIHTCs have been provided), where the proposal has been selected in accordance with such program's competitive selection requirements within three years of the PBV proposal selection date, and the earlier competitive selection proposal did not involve any consideration that the project would receive PBV assistance.</p>	<p>17-II.B. OWNER PROPOSAL SELECTION PROCEDURES [24 CFR 983.51(b)]</p> <p>This may include selection of a proposal for housing assisted under a federal, state, or local government housing assistance program that was subject to a competition in accordance with the requirements of the applicable program, community development program, or supportive services program that requires competitive selection of proposals (e.g., HOME, and units for which competitively awarded LIHTCs have been provided), where the proposal has been selected in accordance with such program's competitive selection requirements within three years of the PBV proposal selection date, and the earlier competitive selection proposal did not involve any consideration that the project would receive PBV assistance. The PHA need not conduct another competition.</p> <p>Units Selected Non-Competitively [FR Notice 1/18/17; Notice PIH 2017-21; 24 CFR 983.51(b)]</p> <p>For certain public housing projects where the PHA has an ownership interest or control, the PHA may attach PBV assistance non-competitively without following one of the two processes above.</p> <p>This exception applies when the PHA is engaged in an initiative to improve,</p>		Update from Nan McKay
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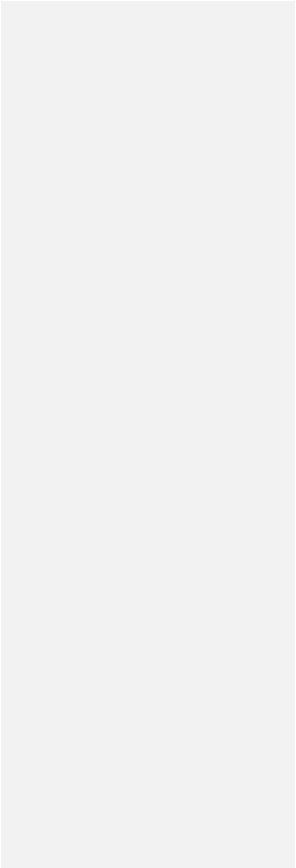
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			<p>develop, or replace a public housing property or site. The public housing units may either currently be in the public housing inventory or may have been removed from the public housing inventory within five years of the date on which the PHA entered into the AHAP or HAP. If the PHA is planning rehabilitation or new construction on the project, a minimum threshold of \$25,000 per unit in hard costs must be expended. If the PHA plans to replace public housing by attaching PBV assistance to existing housing in which the PHA has an ownership interest or control, then the \$25,000 per unit minimum threshold does not apply as long as the existing housing substantially complies with HQS. The PHA must include in the administrative plan what work it plans to do on the property or site and how many PBV units will be added to the site.</p>		
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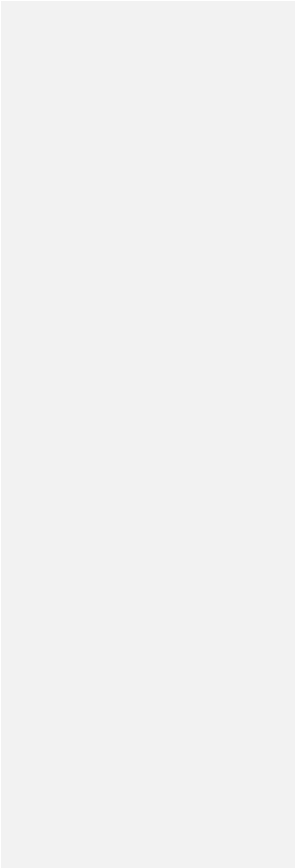
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HCV	17.II.C pg. 353	Projects with less than 25 percent of the units assisted will be rated higher than projects with 25 percent of the units assisted. In the case of projects for occupancy by the elderly, persons with disabilities or families needing other services, the PHA will rate partially assisted projects on the percent of units assisted. Projects with the lowest percent of assisted units will receive the highest score.	<p>17-II.C. ADVERTISING, SOLICITATION AND SELECTION OF PBV PROPOSALS OWNER PROPOSAL SELECTION PROCEDURES (24 CFR 983.51 (b) and(c)</p> <p>In order to promote partially assisted projects, projects where less than 25 percent of the units will be assisted will be rated higher than projects where. 25 percent or more of the units will be assisted. In the case of projects for occupancy by the elderly, persons with disabilities or families needing other services, the PHA will rate partially assisted projects on the percentage of units assisted. Projects with the lowest percentage of assisted units will receive the highest score.</p>	Update from Nan McKay
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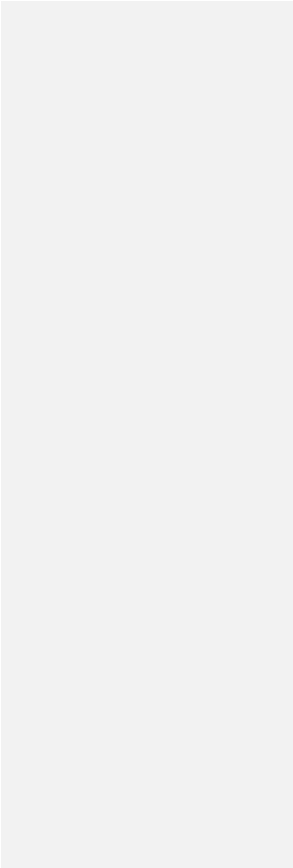
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HCV	17.II.C pg. 352	<p>HACP Policy</p> <p>When a competitive process is used to select units that will be awarded project-based assistance, HACP or the Agency HACP has partnered with will advertise the availability of any project-based assistance allocations to owners, developers, and the general public. At a minimum, the availability of project-based assistance will be advertised once a week for at least two weeks in a local newspaper of general circulation.</p> <p>In order for the proposal to be considered, the owner must submit the proposal to the PHA by the published deadline date, and the proposal must respond to all requirements as outlined in the RFP. Incomplete proposals will not be reviewed.</p> <p>The PHA will rate and rank proposals for using all or some of the following criteria:</p> <ul style="list-style-type: none"> Owner experience and capability to build or rehabilitate housing as identified in the RFP; Extent to which the project furthers the PHA goal of deconcentrating poverty and expanding housing and economic opportunities; If applicable, the extent to 	<p>PHA Policy</p> <p>The PHA may submit a proposal for project-based housing that is owned or controlled by the PHA. If the proposal for PHA-owned housing is selected, the PHA will use [insert name of the entity] to review the PHA selection process. The PHA will obtain HUD approval of [insert name of entity] prior to selecting the proposal for PHA-owned housing.</p> <p>The PHA may only compensate the independent entity from PHA ongoing administrative fee income (including amounts credited to the administrative fee reserve). The PHA may not use other program receipts to compensate the independent entity for its services. The PHA and independent entity may not charge the family any fee for the appraisal or the services provided by the independent entity.</p>		Update from Nan McKay
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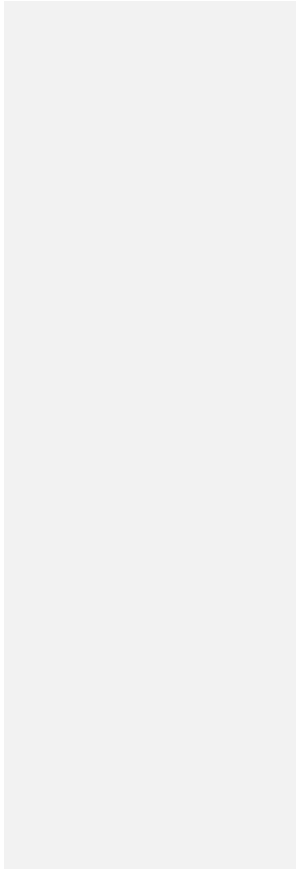
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	<p>which services for special populations are provided on site or in the immediate area for occupants of the property; and Projects with less than 25 percent of the units assisted will be rated higher than projects with 25 percent of the units assisted. In the case of projects for occupancy by the elderly, persons with disabilities or families needing other services, the PHA will rate partially assisted projects on the percent of units assisted. Projects with the lowest percent of assisted units will receive the highest score. Experience as an owner in the tenant-based voucher program and owner compliance with the owner's obligations under the tenant-based program; Extent to which the project furthers the PHA goal of deconcentrating poverty and expanding housing and economic opportunities; If applicable, extent to which services for special populations are provided on site or in the immediate area for occupants of the property; and Extent to which units are occupied by families that are eligible to participate in the PBV program.</p>			
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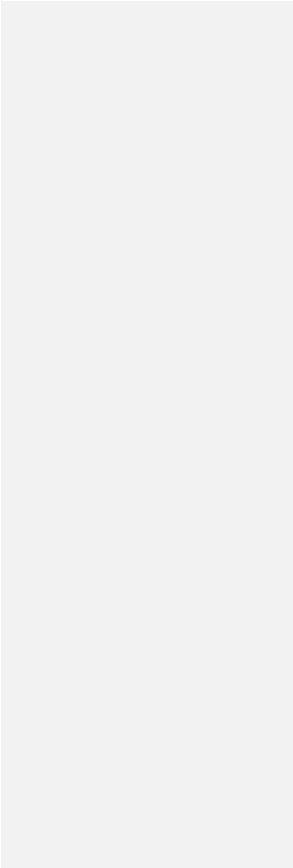
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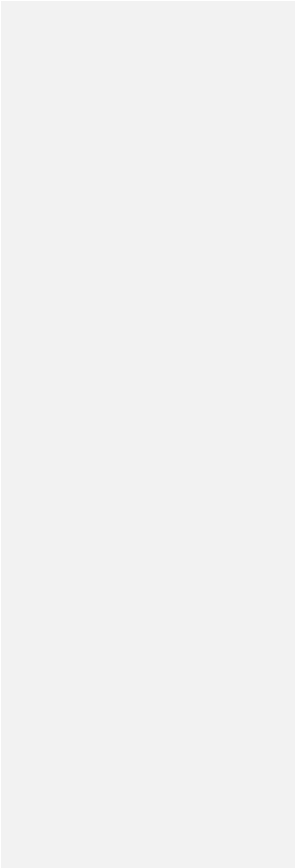
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HCV	17.II.H pg. 355	<p>17-II.H. SUBSIDY LAYERING REQUIREMENTS [24 CFR 983.55, FR Notice 11/24/08, and FR Notice 7/9/10] The PHA may provide PBV assistance only in accordance with HUD subsidy layering regulations [24 CFR 4.13] and other requirements. The subsidy layering review is intended to prevent excessive public assistance by combining (layering) housing assistance payment subsidy under the PBV program with other governmental housing assistance from federal, state, or local agencies, including assistance such as tax concessions or tax credits. The PHA must submit the necessary documentation to HUD for a subsidy layering review. Except in cases of HAP contracts for existing structures, or if such reviews have been conducted by the applicable state and local agencies (defined by HUD as qualified housing credit agencies, or HCAs), the PHA may not enter into an agreement to enter into a HAP contract or a HAP contract until HUD, or an independent entity approved</p>	<p>17-II.E. SUBSIDY LAYERING REQUIREMENTS [24 CFR 983.55, FR Notice 11/24/08, FR Notice 7/9/10, Notice PIH 2013-11, and FR Notice 6/25/14/2/28/20] The PHA may provide PBV assistance only in accordance with HUD subsidy layering regulations [24 CFR 4.13] and other requirements. The subsidy layering review is intended to prevent excessive public assistance by combining (layering) housing assistance payment subsidy under the PBV program with other governmental housing assistance from federal, state, or local agencies, including assistance such as tax concessions or tax credits. HUD requires new construction and rehabilitation housing that will include forms of governmental assistance other than PBVs to undergo a subsidy layering review (SLR) prior to entering into an Agreement to Enter into Housing Assistance Payments Contract (AHAP). Subsidy layering requirements do not apply to existing housing, when PBV is the only governmental assistance. A further subsidy layering review is not required for new construction or rehabilitation if HUD's designee has conducted a review that included a review of PBV assistance in accordance with the PBV subsidy layering guidelines or for projects already</p>		Update from Nan McKay
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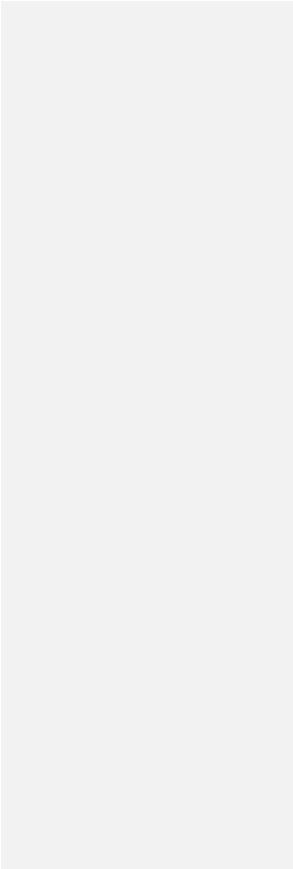
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		<p>by HUD, has conducted any required subsidy layering review and determined that the PBV assistance is in accordance with HUD subsidy layering requirements. However, in order to satisfy applicable requirements, HCAs must conduct subsidy layering reviews in compliance with the guidelines set forth in the Federal Register notice published July 9, 2010. The HAP contract must contain the owner's certification that the project has not received and will not receive (before or during the term of the HAP contract) any public assistance for acquisition, development, or operation of the housing other than assistance disclosed in the subsidy layering review in accordance with HUD requirements.</p>	<p>subject to a PBV HAP contract, even if the project is recapitalized with outside sources of funding. When a PHA selects a new construction or rehabilitation project, the PHA must require information regarding all HUD and/or other federal, state, or local governmental assistance to be disclosed by the project owner using Form HUD-2880, Appendix A of FR Notice 2/28/20 contains a list of all required documentation. Either HUD or a HUD-approved housing credit agency (HCA) in the PHA's jurisdiction performs the subsidy layering review. The PHA must request an SLR through their local HUD Field Office or, if eligible, through a participating HCA. If the SLR request is submitted to an approved HCA, and the proposed project-based voucher assistance meets HUD subsidy layering requirements, the HCA must submit a certification to HUD and notify the PHA. The PHA may proceed to execute an AHAP at that time if the environmental approval is received. The PHA must submit the necessary documentation to HUD for a subsidy layering review. Except in cases noted above, the PHA may not enter into an agreement to enter into a HAP contract or a HAP contract until HUD, or a HUD-approved housing credit</p>		
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			agency (HCA), has conducted any required subsidy layering review and determined that the PBV assistance is in accordance with HUD subsidy layering requirements. However, in order to satisfy applicable requirements, HCAs must conduct subsidy layering reviews in compliance with the guidelines set forth in the Federal Register notice published July 9, 2019.		
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HCV	17.II.J pg. 356	<p>Promoting Partially-Assisted Buildings [24 CFR 983.56(c)] A PHA may establish local requirements designed to promote PBV assistance in partially assisted buildings. A partially assisted building is a building in which there are fewer units covered by a HAP contract than residential units [24 CFR 983.3]. A PHA may establish a per-building cap on the number of units that will receive PBV assistance or other project-based assistance in a multifamily building containing excepted units or in a single-family building. A PHA may also determine not to provide PBV assistance for excepted units, or the PHA may establish a per-building cap of less than 25 percent.</p>	<p>Promoting Partially-Assisted Projects [24 CFR 983.56(c)] A PHA may establish local requirements designed to promote PBV assistance in partially assisted projects. A partially assisted project is a project in which there are fewer units covered by a HAP contract than residential units [24 CFR 983.3]. A PHA may establish a per-project cap on the number of units that will receive PBV assistance or other project-based assistance in a multifamily project containing excepted units or in a single-family building. A PHA may also determine not to provide PBV assistance for excepted units, or the PHA may establish a per-project cap of less than 25 units or 25 percent of units. PHA Policy: Excepted units will be limited to units for elderly families. Beyond that, the PHA will not impose any further cap on the number of PBV units assisted per project.</p>		Update from Nan McKay
HCV	Chapter 18	There is currently no Chapter 18 in our admin plan	Chapter 18		Update from Nan McKay

