

Proposed FY 2023 HCV Administrative Plan Revisions – Public Comment

Chapter, Page, Section	Current ADMIN PLAN Language	Proposed Language
Chapter 2, page 53-54, Section 2-II.B.	<p>2-II.D. VERIFICATION OF DISABILITY Types of Reasonable Accommodations</p> <p><u>HACP Policy</u> ...HACP will maintain, in its Housing Choice Voucher Office, a list of all known accessible apartments and provide it to applicants and residents with disabilities. If HACP determines that the payment standard is not sufficient to allow the person with a disability to rent an appropriate apartment, HACP may increase the payment standard up to 120 percent as a reasonable accommodation on a case-by-case basis. If HACP determines that the exception payment standard is still not sufficient to allow a person with a disability to rent an appropriate apartment, HACP may petition the U. S. Department of Housing and Urban Development in Washington, DC, for a further increase in allowable Fair Market Rent.</p>	<p>2-II.D. VERIFICATION OF DISABILITY Types of Reasonable Accommodations</p> <p><u>HACP Policy</u> ...HACP will maintain, in its Housing Choice Voucher Office, a list of all known accessible apartments and provide it to applicants and residents with disabilities. If HACP determines that the payment standard is not sufficient to allow the person with a disability to rent an appropriate apartment, through its MTW authority, the HACP is approved to increase the payment standard by 10 percent of the unit’s applicable tiered payment standard amount for people with disabilities in need of unit modifications. The family must be approved for a change to the payment standard through the reasonable accommodation process and/or submit evidence that the unit is fully wheelchair accessible, or has a minimum of at least four (4) accessible features that are needed by the prospective voucher holder, which would need to be verified by their third party professional. Additionally, the unit must be inspected by the HACP to confirm the required accessible features as outlined in the reasonable accommodations approval letter are present.</p> <p>If HACP determines that the exception payment standard is still not sufficient to allow a person with a disability to rent an appropriate apartment, HACP may petition the U. S. Department of Housing and Urban Development in Washington, DC, for a further increase in allowable Fair Market Rent.</p>
Chapter 4, page 115, Section 4-III.C.	<p>Local Preferences [24 CFR 982.207; HCV p. 4-16]... Families qualifying for preference #1 and 2 will receive priority over families qualifying for the other preferences. Families qualifying for preferences #1 and 2 will be granted whether the waiting list is open or closed. Families qualifying for any preference will receive priority over families not qualifying for a preference.</p>	<p>Local Preferences [24 CFR 982.207; HCV p. 4-16] ... 6.HUD Section 811 Grant Program - HACP has established a one-time limited set aside of 25 vouchers for participants in the HUD Section 811 Grant Program who are referred by the Allegheny County Department of Human Services, as described under 4.III.B. above.</p>

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<p>In addition, HACP has established a one-time limited set aside of 25 vouchers for participants in the HUD 811 Grant Program who are referred by the Allegheny County Department of Human Services, as described under 4.III. B. above.</p> <p>Preference for Recipients of Mainstream Voucher Referred by the Allegheny County Department of Human Services (DHS).</p> <p>Individuals and families whom have been successfully selected via the DHS Mainstream Voucher selection criteria will be eligible for this preference. Individuals and families eligibility for this preference must be verified by the DHS. That eligibility determination will be based upon the DHS vetting process referring non-elderly persons with disabilities transitioning out of institutionalization, homeless, or at risk of becoming homeless. Individuals and families referred by DHS and verified as being eligible for this preference will receive the preference whether the waiting list is open or closed.</p> <p>Preference for Recipients of Family Unification Program Vouchers Referred by the Allegheny County Department of Human Services (DHS)</p> <p>Individuals and families whom have been successfully selected via the DHS Family Unification Program (FUP) Voucher selection criteria will be eligible for this preference. Individuals and families' eligibility for this preference must be verified by the DHS.</p> <p>That eligibility determination will be based upon the DHS vetting process referring: 1. Families for whom the lack of adequate housing is a primary factor in the imminent placement of the family's child, or children, in out-of-home care; or the delay in the discharge of the child, or children, to the family from out-of-home care; and 2. Youth at least 18 years and not more than 24 years of age (have not reached their 25th birthday), who left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in</p>	<p>7. Mainstream Voucher referred by the Allegheny County Department of Human Services (DHS) - Individuals and families whom have been successfully selected via the DHS Mainstream Voucher selection criteria will be eligible for this preference.</p> <p>8. Family Unification Program Vouchers referred by the Allegheny County Department of Human Services (DHS) - Individuals and families whom have been successfully selected via the DHS Family Unification Program (FUP)</p> <p>9. Emergency Housing Vouchers referred by the Allegheny County Department of Human Services (DHS) – These EHVS are to assist individuals and families who are experiencing homelessness; at risk of experiencing homelessness; fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking; or were recently homeless and for whom providing rental assistance will prevent the family’s homelessness or having a high risk of housing instability.</p> <p>10. Community Choice Demonstration Limited Preference – Otherwise eligible families with at least one child aged 13 or under that live in census tracts with a family poverty rate of 30 percent or higher.</p> <p>Families qualifying for preferences #1 and 2 will receive priority over families qualifying for the other preferences. Families qualifying for preferences #1 and 2 will be granted whether the waiting list is open or closed. Families qualifying for any preference will receive priority over families not qualifying for a preference.</p> <p>The above-listed preferences are not cumulative. Applicants who do not qualify for categories for any preference will be placed on the Waiting List prioritized by lottery through a random drawing.</p>
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	<p>Section 475(5) (H) of the Social Security Act, and are homeless or are at risk of becoming homeless at age 16 or older. As required by statute, an FUP voucher issued to such a youth may only be used to provide housing assistance for the youth for a maximum of 36 months. Individuals and families referred by DHS and verified as being eligible for this preference will receive the preference whether the waiting list is open or closed.</p> <p>Emergency Housing Vouchers referred by the Allegheny County Department of Human Services (DHS) – These EHVS are to assist individuals and families who are experiencing homelessness; at risk of experiencing homelessness; fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking; or were recently homeless and for whom providing rental assistance will prevent the family’s homelessness or having high risk of housing instability.</p>	
<p>Chapter 5, page 121, Section 4-III.C.</p>	<p>5. PREFERENCE FOR WITNESS PROTECTION INDIVIDUALS AND FAMILIES</p> <p>The above listed preferences are not cumulative. Applicants who do not qualify for categories for any preference will be placed on the Waiting List prioritized by lottery through random drawing.</p>	<p>5. PREFERENCE FOR WITNESS PROTECTION INDIVIDUALS AND FAMILIES</p> <p>The above listed preferences are not cumulative. Applicants who do not qualify for categories for any preference will be placed on the Waiting List prioritized by lottery through random drawing.</p> <p>6. PREFERENCE FOR HUD 811 GRANT PROGRAM</p> <p>HACP has established a one-time limited set aside of 25 vouchers for participants in the HUD Section 811 Grant Program who are referred by the Allegheny County Department of Human Services, as described under 4.III. B. above.</p> <p>7. PREFERENCE FOR MAINSTREAM VOUCHER PROGRAM</p> <p>Individuals’ and families’ eligibility for this preference must be verified by the DHS. That eligibility determination will be based upon the DHS vetting process referring non-elderly persons with disabilities transitioning out of institutionalization, homeless, or at risk of becoming homeless. Individuals and families referred by DHS and verified as being eligible for this preference will receive the preference whether the waiting list is open or closed.</p>

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		<p>8. PREFERENCE FOR FAMILY UNIFICATION PROGRAM (FUP)</p> <p>Individuals and families who have been successfully selected via the DHS Family Unification Program (FUP) Voucher selection criteria will be eligible for this preference. Individuals and families' eligibility for this preference must be verified by the DHS.</p> <p>That eligibility determination will be based upon the DHS vetting process referring: 1. Families for whom the lack of adequate housing is a primary factor in the imminent placement of the family's child, or children, in out-of-home care; or the delay in the discharge of the child, or children, to the family from out-of-home care; and 2. Youth at least 18 years and not more than 24 years of age (have not reached their 25th birthday), who left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in Section 475(5) (H) of the Social Security Act, and are homeless or are at risk of becoming homeless at age 16 or older. As required by statute, a FUP voucher issued to such youth may only be used to provide housing assistance for the youth for a maximum of 36 months. Individuals and families referred by DHS and verified as being eligible for this preference will receive the preference whether the waiting list is open or closed.</p> <p>9. PREFERENCE FOR EMERGENCY HOUSING VOUCHER (EHV) PROGRAM</p> <p>PHAs must accept referrals for EHV directly from the Continuum of Care (CoC) Coordinated Entry (CE) System. Accepting direct referrals from the CE System will help ensure families are able to get assistance quickly and eliminate the administrative burden on the PHA regarding the determination as to whether the family meets the definition of a qualifying individual or family for EHV assistance. CoC partners may also support applicants through the application process and attend meetings with applicants and PHAs to aid individuals and families through the admissions process. Direct referrals for EHV are not added to the PHA's regular HCV waiting list.</p>
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		<p>In general, EHV families are issued EHV as the result of either:</p> <ul style="list-style-type: none">(1) the direct referral process from the CoC CE System and/or other partnering organizations, or(2) a situation where the PHA makes an EHV available in order to facilitate an emergency transfer in accordance with the Violence Against Women Act (VAWA) as outlined in the PHA’s Emergency Transfer Plan. (PHAs are strongly encouraged to utilize EHV as a resource to effectuate emergency transfers for a victim of domestic violence, dating violence, sexual assault, or stalking, as part of their Violence Against Women Act (VAWA) Emergency Transfer Plan.) <p>The PHA must also take direct referrals from outside the Continuum of Care (CoC) CE system if:</p> <ul style="list-style-type: none">(1) the CE system does not have a sufficient number of eligible families to refer to the PHA, or(2) the CE system does not identify families that may be eligible for EHV assistance because they are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking. <p>HACP has established a waiting list preference for EHV in accordance with PIH Notice 2021-15.</p> <p>10. LIMITED PREFERENCE FOR COMMUNITY CHOICE DEMONSTRATION</p> <p>An otherwise eligible family would qualify for this limited preference if they live in a census tract with a 30 percent or more family poverty rate, and if the family has at least one child 13 or under at the time of waiting list selection. The HACP will use its current verification processes for age and family relationship status. The HACP will identify census tracts with a 30 percent or more family poverty rate in its jurisdiction and use this in implementation.</p>
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		<p>For the Community Choice Demonstration vouchers utilized, HACP has selected to update only a small portion of its waiting list by contacting applicants appearing at the top of the waiting list. The HACP will look at applicants on its waiting list in order based on the original method of time and date or lottery along with the applicant’s current preference points. The HACP would then contact a specific number of the highest-ranking applicants and ask them to update their address and ages of family members. If the applicant returns the information and qualifies for the preference, the HACP would give the family the additional, limited preference. If the applicant does not return the information, the family must maintain its spot on the waiting list.</p>
<p>Chapter 6, page 185, Section 6-III.C.</p>	<p>6-III.C. APPLYING PAYMENT STANDARDS [24 CFR 982.505] Overview PHA’s schedule of payment standards is used to calculate housing assistance payments for HCV families. This section covers the application of the PHA’s payment standards. The establishment and revision of the PHA’s payment standard schedule are covered in Chapter 16.</p> <p><i>Payment standard</i> is defined as “the maximum monthly assistance payment for a family assisted in the voucher program (before deducting the total tenant payment by the family)” [24 CFR 982.4(b)].</p> <p>The payment standard for a family is the lower of (1) the payment standard for the family unit size, which is defined as the appropriate number of bedrooms for the family under the PHA’s subsidy standards [24 CFR 982.4(b)], or (2) the payment standard for the size of the dwelling unit rented by the family.</p> <p>If PHA has established an exception payment standard for a designated part of an FMR area and a family’s unit is located in the exception area, PHA must use the appropriate payment standard for the exception area. HUD waived 24 CFR 982.503(a)(3) and established an alternative payment standard for the Emergency Housing Voucher (EHV) Program in order to increase the potential pool of available units for EHV families.</p>	<p>6-III.C. APPLYING PAYMENT STANDARDS [24 CFR 982.505] Overview PHA’s schedule of payment standards is used to calculate housing assistance payments for HCV families. This section covers the application of the PHA’s payment standards. The establishment and revision of the PHA’s payment standard schedule are covered in Chapter 16.</p> <p><i>Payment standard</i> is defined as “the maximum monthly assistance payment for a family assisted in the voucher program (before deducting the total tenant payment by the family)” [24 CFR 982.4(b)].</p> <p>The payment standard for a family is the lower of (1) the payment standard for the family unit size, which is defined as the appropriate number of bedrooms for the family under the PHA’s subsidy standards [24 CFR 982.4(b)], or (2) the payment standard for the size of the dwelling unit rented by the family.</p> <p>If PHA has established an exception payment standard for a designated part of an FMR area and a family’s unit is located in the exception area, PHA must use the appropriate payment standard for the exception area. HUD waived 24 CFR 982.503(a)(3) and established an alternative payment standard for the Emergency Housing Voucher (EHV) Program in order to increase the potential pool of available units for EHV families.</p>

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	<p>The separate payment standard must comply with all other HCV requirements under 24 CFR 982.503(b)(i) and 982.503(b)(iii) discussed below.</p> <p>Establishing a separate EHV payment standard is at the discretion of the PHA and the PHA is not required to do so.</p> <p>In addition, HUD is waiving § 982.503(b)(1)(i) and establishing an alternative requirement to allow the PHA to establish a payment standard amount for a unit size at any level between 90 percent and 120 percent (as opposed to 110 percent) of the published FMR for that unit size. HUD approval is not required to establish an EHV payment standard within that range.</p> <p>PHAs may also still request approval for exception EHV payment standards above 120% of the applicable FMR/SAFMR from HUD in accordance with § 982.503(b)(1)(iv) or § 982.503(c) if needed.</p>	<p>The separate payment standard must comply with all other HCV requirements under 24 CFR 982.503(b)(i) and 982.503(b)(iii) discussed below. Establishing a separate EHV payment standard is at the discretion of the PHA and the PHA is not required to do so.</p> <p>In addition, HUD is waiving § 982.503(b)(1)(i) and establishing an alternative requirement to allow the PHA to establish a payment standard amount for a unit size at any level between 90 percent and 120 percent (as opposed to 110 percent) of the published FMR for that unit size. HUD approval is not required to establish an EHV payment standard within that range.</p> <p>PHAs may also still request approval for exception EHV payment standards above 120% of the applicable FMR/SAFMR from HUD in accordance with § 982.503(b)(1)(iv) or § 982.503(c) if needed.</p> <p><u>HACP Policy</u> The HACP has applied for a waiver to utilize the tiered payment standard plus a 10% boost to the applicable tier for EHV units. However, the HACP has not received approval yet and must continue to use 120% of the Metropolitan Statistical Area Fair Market Rent (MSAFMR) for EHV units. Additional details about the various HACP payment standards can be found in Chapter 8.</p>
<p>Chapter 8, page 256-257, Section 8-III.D.</p>	<p>How Rents Are Determined <u>HACP Policy</u> HACP’s schedule of payment standards is used to calculate housing assistance payments for HCV households. The payment standard is the maximum monthly assistance payment for a household assisted in the voucher program. The applicable payment standards for a household are: Baseline: The Baseline Voucher Payment Standard will remain at the HACP’s current standard of 110 percent of the Metropolitan Statistical Area Fair Market Rent (MSAFMR), to be reviewed annually. All units in the HACP’s jurisdiction will utilize the baseline payment standard unless approved for the alternative payment standards options cited below.</p>	<p>How Rents Are Determined <u>HACP Policy</u> HACP’s schedule of payment standards is used to calculate housing assistance payments for HCV households. The payment standard is the maximum monthly assistance payment for a household assisted in the voucher program. The applicable payment standards for a household are:</p>

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Tiered: The Tiered (Baseline) Voucher Payment Standard uses Using recent American Community Survey (ACS) five-year estimates, census tracts in Allegheny County were sorted into one of seven payment standard tiers based on how far above, at, or below their all-bedroom Median Gross Rent (MGR) fell from Allegheny County’s all-bedroom Median Gross Rent. Tracts were then set a given percentage above, at or below the HUD’s hypothetical Allegheny County Fair Market Rent (ACFMR) based on which payment standard tier they were sorted into. Census tracts (regardless of opportunity status) under the HACP’s jurisdiction were set to be no lower than Tier 6 (110% of ACFMR) and all of the existing opportunity zones under the former Mobility Payment Standards were built into Tier 1 (160% of ACFMR). The tier breakdown is as follows:

Tier	Sort Condition (tract MGR/County MGR)	Percent Above FMR
7	>= .91, <= 1 of AC MGR	100%
6	>= 1.01, <= 1.1 of AC MGR	110%
5	>= 1.11, <= 1.2 of AC MGR	120%
4	>= 1.21, <= 1.3 of AC MGR	130%
3	>= 1.31, <= 1.4 of AC MGR	140%
2	>= 1.41, <= 1.5 of AC MGR	150%
1	>= 1.51 of AC MGR	160%

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		<p>The only criterion to determine which tier the unit will fall under is the unit’s census tract location. This payment standard will be available to current voucher holders and new admissions to the Housing Choice Voucher (HCV) program regardless of their participation in the Community Choice Demonstration. However, EHV voucher holders cannot utilize this payment standard until the HACP receives waiver approval and must continue to use 120% of the Metropolitan Statistical Area Fair Market Rent (MSAFMR).</p>
<p>Chapter 8, page 257-258, Section 8-III.D.</p>	<p>Option 1 (Rehab Units): Units in this payment option can receive up to 130 percent of MSAFMR. This payment option is neither indefinite nor for one time use but rather remains available to the landlord should the approved unit change voucher holders. For a unit to qualify for this option the property must be a new unit (the HACP defines a new unit as a property that was not receiving subsidy during the prior 12 month period) and meet at least one of the following:</p>	<p>Option 1 (Rehabilitation Payment Standard): Units in this payment option can receive an additional 10 percent of the unit’s applicable tiered payment standard amount. For example, if the unit’s census tract location is in Tier 4, the rent calculations for that unit would use the payment standard dollar amount equal to 140% instead of 130% of the Allegheny County Fair Market Rent (ACFMR).</p> <p>This payment option is neither indefinite nor for one time use but rather remains available to the landlord should the approved unit change voucher holders. For a unit to qualify for this option the property must be a new unit (the HACP defines a new unit as a property that was not receiving subsidy during the prior 12 month period) and meet at least one of the following:</p>
<p>Chapter 8, page 258-259, Section 8-III.D.</p>	<p>Option 2: Mobility Vouchers (location based):</p> <p>The Mobility Vouchers will provide opportunities for low-income families to live in areas with lower concentrations of poverty. Using a combination of zip code and neighborhood level data, including areas of low voucher use, to define the selected areas, HACP identifies the city neighborhoods to be eligible for the Mobility Voucher Payment Standard; the payment standard for this option is 130 percent of the average of the designated mobility zone Small Area Fair Market Rent (SAFMR) for the zip codes associated with the identified areas. These areas are determined periodically by HACP based on:</p> <ul style="list-style-type: none"> o Available market data o Industry research o Community input 	<p>ELIMINATE ALL TEXT REGARDING “MOBILITY VOUCHERS (LOCATION-BASED).”</p> <p>Option 2 (Exception Payment Standards): Per PIH Notice 2018-01, the HACP is authorized to establish Exception Payment Standards up to 120% of the Metropolitan Statistical Area Fair Market Rent (MSAFMR) without prior HUD approval. The Emergency Housing Voucher (EHV) program payment standards will remain at 120% of the Metropolitan Statistical Area Fair Market Rent (MSAFMR) until the HACP receives waiver approval to utilize the tiered payment standard plus 10% as proposed in July 2022.</p>

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	<p>Eligibility Requirements</p> <p>The Mobility (location based) Voucher will be available to all current voucher holders or new admissions to the Housing Choice Voucher (HCV) program. Participants that is elderly, disabled or currently employed and possess a minimum of six (6) months of employment will receive preference for this option. If a participant is unemployed or becomes unemployed during their tenancy under this option, they are immediately required to enroll in the Family Self Sufficiency (FSS) program.</p> <p>Note: Low-income Housing Tax Credit (LIHTC) units are ineligible for this payment standard during the initial fifteen (15) year affordability period. Following the initial affordability period, units in LIHTC developments qualify for the Mobility unit payment option if they meet the eligibility requirements.</p>	<p>Through its Moving to Work authority, the HACP is approved to increase the payment standard by 10 percent of the unit’s applicable tiered payment standard amount for people with disabilities in need of unit modifications. The unit’s census tract location will determine the applicable payment standard tier in which the 10 percent increase will be applied.</p> <p>Eligibility Requirements</p> <p>The family must be approved for a change to the payment standard through the reasonable accommodation process and/or submit evidence that the unit is fully wheelchair accessible, or has a minimum of at least four (4) accessible features that are needed by the prospective voucher holder, which would need to be verified by their third party professional. Additionally, the unit must be inspected by the HACP to confirm the required accessible features as outlined in the reasonable accommodations approval letter are present.</p>
<p>Chapter 16, page 379-380, Section 16-II.B.</p>	<p>16-II.B. PAYMENT STANDARDS [24 CFR 982.503; HCV GB, Chapter 7]</p> <p>The payment standard sets the maximum subsidy payment a family can receive from the PHA each month [24 CFR 982.505(a)]. Payment standards are based on fair market rents (FMRs) published annually by HUD. FMRs are set at a percentile within the rent distribution of standard quality rental housing units in each FMR area. For most jurisdictions, FMRs are set at the 40th percentile of rents in the market area.</p> <p>The PHA must establish a payment standard schedule that establishes payment standard amounts for each FMR area within the PHA’s jurisdiction, and for each unit size within each of the FMR areas. For each unit size, the PHA may establish a single payment standard amount for the whole FMR area, or may set different payment standards for different parts of the FMR area. Unless HUD grants an exception, the PHA is required to establish a payment standard within a “basic range” established by HUD – between 90 and 110 percent of the published FMR for each unit size.</p>	<p>16-II.B. PAYMENT STANDARDS [24 CFR 982.503; HCV GB, Chapter 7]</p> <p>The payment standard sets the maximum subsidy payment a family can receive from the PHA each month [24 CFR 982.505(a)]. Payment standards are based on fair market rents (FMRs) published annually by HUD. FMRs are set at a percentile within the rent distribution of standard quality rental housing units in each FMR area. For most jurisdictions, FMRs are set at the 40th percentile of rents in the market area.</p> <p>The PHA must establish a payment standard schedule that establishes payment standard amounts for each FMR area within the PHA’s jurisdiction, and for each unit size within each of the FMR areas. For each unit size, the PHA may establish a single payment standard amount for the whole FMR area, or may set different payment standards for different parts of the FMR area. Unless HUD grants an exception, the PHA is required to establish a payment standard within a “basic range” established by HUD – between 90 and 110 percent of the published FMR for each unit size.</p>

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		<p><u>HACP Policy</u> Through its MTW authority, the HACP has received HUD approval for the following alternative payment standards:</p> <ol style="list-style-type: none"> 1. Tiered (Baseline) 2. Rehabilitation 3. Exception Payment Standards (Reasonable Accommodations)
<p>Chapter 16, page 380, Section 16-II.B.</p>	<p>Updating Payment Standards <u>HACP Policy</u></p> <p>HACP will review the appropriateness of the payment standards on an annual basis when the new FMR is published, and at other times as determined necessary. In addition to ensuring the payment standards are always within the “basic range” HACP will consider the following factors when determining whether an adjustment should be made to the payment standard schedule...</p> <p>Changes to payment standard amounts will be effective on December 1st of every year unless, based on the proposed FMRs, it appears that one or more of HACP’s current payment standard amounts will be outside the basic range when the final FMRs are published. In that case, HACP’s payment standards will be effective October 1st instead of December 1st.</p> <p>HACP has already processed reexaminations that will be effective on or after October 1st, and the effective date of the payment standards is October 1st, HACP will make retroactive adjustments to any such reexaminations if the new payment standard amount is higher than the one used by HACP at the time the reexamination was originally processed.</p>	<p>Updating Payment Standards <u>HACP Policy</u></p> <p>HACP will review the appropriateness of the payment standards on an annual basis in conjunction with drafting the MTW Annual Plan, and at other times as determined necessary. In addition to ensuring the payment standards are always within the “basic range”The HACP will consider the following factors when determining whether an adjustment should be made to the payment standard schedule...</p> <p>Changes to payment standard amounts will be effective at the start of the HACP’s fiscal year on January 1st, unless, based on the proposed FMRs, it appears that one or more of HACP’s current payment standard amounts will be outside the basic range when the final FMRs are published. In that case, HACP’s payment standards will be effective October 1st instead of December 1st.</p> <p>If the HACP has already processed reexaminations that will be effective on or after January 1st, and the effective date of the payment standards is October 1st, the HACP will make retroactive adjustments to any such reexaminations if the new payment standard amount is higher than the one used by HACP at the time the reexamination was originally processed.</p>
<p>Chapter 17, page 453, Section 17-VIII.B.</p>	<p>Use of FMRs, Exception Payment Standards, and Utility Allowances [24 CFR 983.301(f)]</p> <p>When determining the initial rent to owner, the HACP will use the tiered payment standard in effect as evidenced below and the utility allowance schedule in effect at execution of the HAP contract. HACP Tiered Payment Standard:</p>	<p>Use of FMRs, Exception Payment Standards, and Utility Allowances [24 CFR 983.301(f)]</p> <p>When determining the initial rent to owner, the HACP will use the tiered payment standard in effect as evidenced below and the utility allowance schedule in effect at execution of the HAP contract. HACP Tiered Payment Standard:</p>

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Baseline: The Baseline Voucher Payment Standard will remain at the HACP’s current standard of 110 percent of the Metropolitan Statistical Area Fair Market Rent (MSAFMR), to be reviewed annually. All units in the HACP’s jurisdiction will utilize the baseline payment standard unless approved for the alternative payment standards options cited below.

Tiered: The Tiered (Baseline) Voucher Payment Standard uses Using recent American Community Survey (ACS) five-year estimates, census tracts in Allegheny County were sorted into one of seven payment standard tiers based on how far above, at, or below their all-bedroom Median Gross Rent (MGR) fell from Allegheny County’s all-bedroom Median Gross Rent. Tracts were then set a given percentage above, at, or below the HUD’s hypothetical Allegheny County Fair Market Rent (ACFMR) based on which payment standard tier they were sorted into. Census tracts (regardless of opportunity status) under the HACP’s jurisdiction were set to be no lower than Tier 6 (110% of ACFMR) and all of the existing opportunity zones under the former Mobility Payment Standards were built into Tier 1 (160% of ACFMR). The tier breakdown is as follows:

Tier	Sort Condition (tract MGR/County MGR)	Percent Above FMR
7	>= .91, <= 1 of AC MGR	100%
6	>= 1.01, <= 1.1 of AC MGR	110%
5	>= 1.11, <= 1.2 of AC MGR	120%
4	>= 1.21, <= 1.3 of AC MGR	130%
3	>= 1.31, <= 1.4 of AC MGR	140%
2	>= 1.41, <= 1.5 of AC MGR	150%
1	>= 1.51 of AC MGR	160%

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		<p>The only criterion to determine which tier the unit will fall under is the unit’s census tract location. This payment standard will be available to current voucher holders and new admissions to the Housing Choice Voucher (HCV) program regardless of their participation in the Community Choice Demonstration. However, EHV voucher holders cannot utilize this payment standard until the HACP receives waiver approval and must continue to use 120% of the Metropolitan Statistical Area Fair Market Rent (MSAFMR).</p>
<p>Chapter 17, page 453-454, Section 17-VIII.B.</p>	<p>Option 1 (Rehab Units): Units in this payment option can receive up to 130 percent of MSAFMR. This payment option is neither indefinite nor for one time use but rather remains available to the landlord should the approved unit change voucher holders. For a unit to qualify for this option the property must be a new unit (the HACP defines a new unit as a property that was not receiving subsidy during the prior 12 month period) and meet at least one of the following:</p>	<p>Option 1 (Rehabilitation Payment Standard): Units in this payment option can receive an additional 10 percent of the unit’s applicable tiered payment standard amount. For example, if the unit’s census tract location is in Tier 4, the rent calculations for that unit would use the payment standard dollar amount equal to 140% instead of 130% of the Allegheny County Fair Market Rent (ACFMR).</p> <p>This payment option is neither indefinite nor for one time use but rather remains available to the landlord should the approved unit change voucher holders. For a unit to qualify for this option the property must be a new unit (the HACP defines a new unit as a property that was not receiving subsidy during the prior 12 month period) and meet at least one of the following:</p>
<p>Chapter 17, page 454-455, 17-Section VIII.B.</p>	<p>Option 2: Mobility Vouchers (location based):</p> <p>The Mobility Vouchers will provide opportunities for low-income families to live in areas with lower concentrations of poverty. Using a combination of zip code and neighborhood level data, including areas of low voucher use, to define the selected areas, HACP identifies the city neighborhoods to be eligible for the Mobility Voucher Payment Standard; the payment standard for this option is 130 percent of the average of the designated mobility zone Small Area Fair Market Rent (SAFMR) for the zip codes associated with the identified areas. These areas are determined periodically by HACP based on:</p> <ul style="list-style-type: none"> o Available market date o Industry research o Community input 	<p>ELIMINATE ALL TEXT REGARDING “MOBILITY VOUCHERS (LOCATION-BASED).”</p> <p>Option 2 (Exception Payment Standards): Per PIH Notice 2018-01, the HACP is authorized to establish Exception Payment Standards up to 120% of the Metropolitan Statistical Area Fair Market Rent (MSAFMR) without prior HUD approval. The Emergency Housing Voucher (EHV) program payment standards will remain at 120% of the Metropolitan Statistical Area Fair Market Rent (MSAFMR) until the HACP receives waiver approval to utilize the tiered payment standard plus 10% as proposed in July 2022.</p>

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	<p>Eligibility Requirements</p> <p>The Mobility (location based) Voucher will be available to all current voucher holders or new admissions to the Housing Choice Voucher (HCV) program. Participants that are elderly, disabled or currently employed and possess a minimum of six (6) months of employment will receive preference for this option. If a participant is unemployed or becomes unemployed during their tenancy under this option, they are immediately required to enroll in the Family Self Sufficiency (FSS) program.</p> <p>Note: Low-income Housing Tax Credit (LIHTC) units are ineligible for this payment standard during the initial fifteen (15) year affordability period. Following the initial affordability period, units in LIHTC developments qualify for the Mobility unit payment option if they meet the eligibility requirements.</p>	<p>Through its Moving to Work authority, the HACP is approved to increase the payment standard by 10 percent of the unit’s applicable tiered payment standard amount for people with disabilities in need of unit modifications. The unit’s census tract location will determine the applicable payment standard tier in which the 10 percent increase will be applied.</p> <p>Eligibility Requirements</p> <p>The family must be approved for a change to the payment standard through the reasonable accommodation process and/or submit evidence that the unit is fully wheelchair accessible, or has a minimum of at least four (4) accessible features that are needed by the prospective voucher holder, which would need to be verified by their third party professional. Additionally, the unit must be inspected by the HACP to confirm the required accessible features as outlined in the reasonable accommodations approval letter are present.</p>
<p>Chapter 8 , page 243, Section 8-1.E.</p>	<p>8-I.E. SPECIAL REQUIREMENTS FOR CHILDREN WITH ENVIRONMENTAL INTERVENTION BLOOD LEAD LEVEL [24 CFR 35.1225]</p> <p>If a PHA is notified by a public health department or other medical health care provider, or verifies information from a source other than a public health department or medical health care provider, that a child of less than 6 years of age, living in an HCV-assisted unit has been identified as having an environmental intervention blood lead level, the PHA must complete a risk assessment of the dwelling unit. The risk assessment must be completed in accordance with program requirements, and the result of the risk assessment must be immediately provided to the owner of the dwelling unit. In cases where the public health department has already completed an evaluation of the unit, this information must be provided to the owner.</p> <p>Within 30 days after receiving the risk assessment report from the PHA, or the evaluation from the public health department, the owner is required to complete the reduction of identified lead- based paint</p>	<p>8-I.E. SPECIAL LEAD SAFE HOUSING RULE (LSHR) REQUIREMENTS FOR CHILDREN WITH ELEVATED INTERVENTION-BLOOD LEAD LEVEL [24 CFR 35.1225 & PIH Notice 2017-13]</p> <p>If a PHA is notified by a public health department or other medical health care provider, or verifies information from a source other than a public health department or medical health care provider, that a child of less than 6 years of age, living in an HCV-assisted unit has been identified as having an Elevated intervention-Blood Lead Level (EBLL), the PHA shall:</p> <ol style="list-style-type: none"> 1. Immediately verify the EBLL case with the public health department or other medical health care provider, if it originated from another source.

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<p>hazards in accordance with the lead-based paint regulations [24 CFR 35.1325 and 35.1330]. If the owner does not complete the “hazard reduction” as required, the dwelling unit is in violation of HQS and the PHA will take action in accordance with Section 8-II.G.</p> <p>The PHA reporting requirements, and data collection and record keeping responsibilities related to children with an environmental intervention blood lead level are discussed in Chapter 16.</p>	<ol style="list-style-type: none"> 2. Conduct an Environmental Investigation (EI) of the child’s unit and the common areas servicing that unit in accordance with Chapter 16 of the HUD <i>Guidelines for Evaluation and Control of Lead-Based Paint Hazards in Housing</i>. If lead-based paint hazards are found in the child’s unit (the index unit) in a multiunit property, risk assessments must be conducted in other covered units, i.e., assisted units with a child under age 6 and the common areas servicing those units. 3. Monitor the owner’s compliance with the Lead Safe Housing Rule (LSHR) in accordance with the Housing Assistance Payments (HAP) contract between the PHA and the owner. PHAs must perform this oversight inspection in conjunction with periodic Housing Quality Standard (HQS) inspections at least annually if there was deteriorated paint or known lead-based paint hazards identified in the child’s unit or common areas servicing that unit. 4. Ensure the owner completes all LBP hazard control/reduction work and achieves clearance for all lead-based paint hazards identified in the EI report of the index unit and the common areas servicing that unit. The index unit LBP hazard control work and clearance must be completed within 30 calendar days of the owner’s receipt of the EI report. In addition, the LBP hazard control work must be completed by a certified LBP abatement firm or certified lead renovation firm, and the clearance examination must be completed by an independently certified risk assessor or a trained dust-sampling technician working under a risk assessor. <p><u>HACP Policy</u> The HACP will comply with all PHA LSHR requirements outlined in PIH-Notice 2017-13 and any other forthcoming regulations or guidance regarding LSHR.</p>
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		<p>Compliance includes, but is not limited to, verification of all EBLL cases that do not originate from a medical provider, notifying the public health department when the owner is notified by any other medical care professional of the EBLL case, monitoring and assisting the owner, as necessary, in reporting all verified EBLL cases by email to the HUD Pittsburgh Field Office (PittsburghPIH@hud.gov) and U.S. Department of Housing and Urban Development (HUD) Office of Lead Hazard Control and Healthy Homes (OLHCHH) (LeadRegulations@hud.gov) within five (5) business days. The HACP will request a copy of the Environmental Investigation (EI) or lead hazard evaluation report from the local health department. If the HACP does not receive an EI or lead hazard evaluation from the health department, the HACP will then conduct the Environmental Investigation (EI) within fifteen (15) calendar days from being notified of a verified EBLL case, ensure that a certified Lead-Based Paint Risk Assessor performs the investigation, and notify the Pittsburgh HUD Field Office of the investigation’s results within ten (10) business days and the family within fifteen (15) calendar days.</p> <p>Through regular HQS inspections, the HACP will monitor the owner’s progress in clearing control of lead-based paint hazards as well as ongoing compliance with LSHR through its regularly scheduled HQS inspections as well as special inspections as needed. Additionally, the HACP will ensure the owner provides the required notification to the index unit and other covered unit residents regarding lead evaluations and hazard control activities in accordance with LSHR.</p> <p>Owner Lead Safe Housing Rule (LSHR) Responsibilities (PIH Notice 2017-13)</p> <p>For units, when a child under 6 is identified with an EBLL, the owner, as described below, is also a designated party responsible for complying with LSHR:</p> <ol style="list-style-type: none"> 1. The owner is required to notify HUD (Pittsburgh Field Office & OLHCHH) and the local public health department (when cases originated by any other medical/health care provider) of
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		<p>confirmed EBLL cases.</p> <ol style="list-style-type: none"> 2. In a multi-unit property, the owner is responsible for communicating all EBLL cases to the PHA for verification. 3. The owner is responsible for notifying other residents affected and conducting risk assessments in the other covered units. 4. The owner is required to complete reduction and achieve clearance for control of all lead based paint hazards identified in the index unit’s EI report and those identified in risk assessments for any other covered units, if applicable, in compliance with LSHR regulations [24 CFR 35.1325 and 35.1330]. 5. The owner is required to conduct and comply with ongoing LSHR maintenance. <p>HACP Policy</p> <p>As the regulations identify the PHA as the designated party for ensuring compliance with all the Lead Safe Housing Rule (LSHR) regulations, the HACP will provide guidance and assistance, when necessary, to owners who encounter EBLL cases. If the owner does not complete the “hazard reduction” as required, the dwelling unit is in violation of HQS and the HACP will take action in accordance with Section 8-II.G.</p> <p>The PHA reporting requirements, and data collection and record-keeping responsibilities related to children with an EBLL are discussed in Chapter 16.</p>
<p>Chapter 16, Page 405, Section 16-VII</p>	<p>PART VII: REPORTING AND RECORD KEEPING FOR CHILDREN WITH ENVIRONMENTAL INTERVENTION BLOOD LEAD LEVEL 16-VII.A. OVERVIEW</p> <p>The PHA has certain responsibilities relative to children with environmental intervention blood lead levels that are receiving HCV assistance. The notification, verification, and hazard reduction requirements are discussed in Chapter 8. This part deals with the reporting requirements, and data collection and record keeping responsibilities that the PHA is subject to.</p>	<p>PART VII: LEAD SAFE HOUSING RULE (LSHR) REPORTING AND RECORD KEEPING FOR CHILDREN WITH ELEVATED INTERVENTION-BLOOD LEAD LEVEL 16-VII.A. OVERVIEW</p> <p>The PHA has certain responsibilities relative to children with Elevated Blood Lead Levels (EBLL) that are receiving HCV assistance. The notification, verification, and hazard reduction requirements are discussed in Chapter 8. This part deals with the reporting requirements, data collection, and record keeping responsibilities to which the PHA is subject.</p>

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<p>16-VII.B. REPORTING REQUIREMENT [24 CFR 35.1225(e)] The PHA must report the name and address of a child identified as having an environmental intervention blood lead level to the public health department within 5 business days of being notified by any other medical health care professional.</p> <p>HACP Policy</p> <p>HACP will provide the public health department written notice of the name and address of any child identified as having an environmental intervention blood lead level.</p> <p>16-VII.C. DATA COLLECTION AND RECORD KEEPING [24 CFR 35.1225(f)] At least quarterly, the PHA must attempt to obtain from the public health department(s) with a similar area of jurisdiction, the names and/or addresses of children less than 6 years old with an identified environmental intervention blood lead level.</p> <p>If the PHA obtains names and addresses of environmental intervention blood lead level children from the public health department(s), the PHA must match this information with the names and addresses of families receiving HCV assistance, unless the public health department performs such a procedure. If a match occurs, the PHA must carry out the notification, verification, and hazard reduction requirements discussed in Chapter 8, and the reporting requirement discussed above.</p> <p>At least quarterly, the PHA must also report an updated list of the addresses of units receiving assistance under the HCV program to the same public health department(s), unless the public health department(s) states that it does not wish to receive such a report.</p> <p>HACP Policy</p> <p>HACP will attempt to work with the Allegheny County public health department.</p>	<p>16-VII.B. VERIFICATION REQUIREMENT [24 CFR 35.1225(e)] When learning of a child with an EBLL from a parent, guardian, or other person or entity that is not a medical health care provider, the PHA must verify the results, and determine whether it is a confirmed EBLL.</p> <p>If the parent or guardian provides the PHA or owner, as applicable, with a written EBLL diagnosis from a medical healthcare professional, or the public health department notifies the PHA or owner, as applicable, of the case, no additional verification is needed.</p> <p>If an EBLL has been reported but not verified, the PHA or owner shall make at least 2 attempts to verify the information with the medical health care provider or health department. If the PHA’s verification attempts fail, the PHA must inform the Field Office, which must attempt its own verification, and/or inform OLHCHH, which will attempt the verification.</p> <p><u>HACP Policy</u></p> <p>HACP will hold Lead Safe Housing Rule (LSHR) compliance informational sessions with HCV owners on reporting requirements and provide the public health department with written notice of the name and address of any child under age 6 identified as having an EBLL. The HACP will also provide EBLL hardcopy information by email/mail annually for existing landlords and initially for new landlords.</p> <p>16-VII.C. DATA COLLECTION AND RECORD KEEPING [24 CFR 35.1225(g) and PIH NOTICE 2017-13]</p> <p>At least quarterly, the PHA must provide an updated address list of their active HCV units built before 1978 with at least one child under the age of 6 to the health department so that the health department may evaluate whether they have information about incidences of EBLL cases in assisted housing. If the health department does not want, or is unable, to receive this data, the PHA should document this for HUD</p>
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		<p>compliance reviews.</p> <p><u>HACP Policy</u></p> <p>HACP will attempt to work with the Allegheny County Public Health Department or the Pennsylvania Department of Health on a data-sharing agreement that does not publicly disclose HCV residents’ addresses or any other Personally Identifiable Information (PII).</p> <p>PHAs should also attempt quarterly to obtain the names and addresses of children under age 6 with an EBLL that live in their owned or managed housing from the health department. If a match occurs, the PHA shall comply with all requirements of the LSHR and this guidance.</p> <p>If the PHA obtains names and addresses of EBLL children under age 6 from the public health department(s), the PHA must match this information with the names and addresses of families receiving HCV assistance, unless the public health department performs such a procedure. If a match occurs, the PHA must carry out the notification, verification, and hazard reduction requirements discussed in Chapter 8, and the reporting requirement discussed above.</p> <p><u>HACP Policy</u></p> <p>The HACP will attempt to work with the Allegheny County Public Health Department or the Pennsylvania Department of Health on a data-sharing agreement that does not publicly disclose HCV residents’ addresses or any other Personally Identifiable Information (PII).</p>
<p>Chapter 17, page 430, 17-III.B.</p>	<p>17-III.B. HOUSING QUALITY STANDARDS [24 CFR 983.101] The housing quality standards (HQS) for the tenant-based program...<i>[KEEP THE SAME]</i></p> <p><u>HACP Policy</u></p> <p>HACP will use its standard HQS protocol to inspect and approve project-based units; except in the following cases:</p>	<p>17-III.B. HOUSING QUALITY STANDARDS [24 CFR 983.101] The housing quality standards (HQS) for the tenant-based program...<i>[KEEP THE SAME]</i></p> <p><u>HACP Policy</u></p> <p>HACP will use its standard HQS protocol to inspect and approve project-based units; except in the following cases:</p>

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<p>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</p> <p>An independent inspector will be used when HACP is the owner of the unit.</p> <p>Lead-based Paint [24 CFR 983.101(c)] The lead-based paint requirements for the tenant-based voucher program do not apply to the PBV program. Instead, The Lead-based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846), the Residential Lead-based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851-4856), and implementing regulations at 24 CFR part 35, subparts A, B, H, and R, do not apply to the PBV program.</p>	<p>Per the HUD-approved Preferred Owners Program MTW activity, 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.</p> <p>An independent inspector will be used when HACP is the owner of the unit.</p> <p>The HACP will conduct special monitoring HQS inspections, as needed and in compliance with the Lead Safe Housing Rule (LSHR), when a PBV unit has been verified of an Elevated Blood Lead Level (EBLL) case.</p> <p>Lead-based Paint [24 CFR 983.101, 69 Federal Register 34262-34276, and PIH Notice 2017-13]</p> <p>PBV units, while funded through the Tenant-Based Rental Assistance/HCV program appropriation, are regulated under the Lead Safe Housing Rule (LSHR) as project-based assistance under 24 CFR Part 35, Subpart H. This program clarification was issued in a 2004 amendment to the LSHR. Under Subpart H, owners of target housing properties receiving more than \$5,000 annually per unit in project-based assistance are required to ensure that target housing receives a lead risk assessment by a certified risk assessor, regardless of whether there is a child under age 6 in residence, and that occupants are notified of the results of the risk assessment.</p> <p>PBV owners must ensure that lead-based paint hazards identified by the risk assessment receive interim controls by a certified renovation or abatement firm, that clearance by a certified risk assessor is passed before re-occupancy occurs, and that assisted occupants are notified of the results of the hazard reduction activity. Owners must monitor and maintain any remaining lead-based paint and the hazard controls, with annual visual assessments and a reevaluation with dust testing every</p>
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		<p>two years by a certified risk assessor. Owners in the PBV program are also responsible for complying with notification and response steps for a child with an EBLL under section 35.730.</p> <p>PHA responsibilities include monitoring the owner’s compliance with LSHR and the HAP contract, ensuring that the owner completes and clears control of lead based paint hazards, and ongoing monitoring (including periodic reevaluation and response if PBV development is >\$5,000/unit/year.</p> <p>HACP Policy The HACP will work with the PBV development owner as necessary, and conduct special monitoring HQS inspections, as needed and in compliance with the Lead Safe Housing Rule (LSHR) when a PBV unit has been verified of an Elevated Blood Lead Level (EBLL) case.</p>
<p>Chapter 3, Page 87, Add New Section 3-III.D.</p>	<p>HACP will consider the existence of mitigating factors, such as loss of employment or other financial difficulties, before denying admission to an applicant based on the failure to meet prior financial obligations, including rent.</p> <p>3-III.D. SCREENING Screening for Eligibility</p>	<p>HACP will consider the existence of mitigating factors, such as loss of employment or other financial difficulties, before denying admission to an applicant based on the failure to meet prior financial obligations, including rent.</p> <p>3-III.D. RESTRICTIONS ON DENIAL OF ASSISTANCE TO AN EHV APPLICANT</p> <p>Per PIH Notice 2021-15, HUD is waiving §982.552 and §982.553 in part and establishing an alternative requirement with respect to mandatory and permissive prohibitions of admissions for EHV applicants. The EHV alternative requirement is as follows:</p> <p><i>Mandatory Prohibitions.</i></p> <p>(1) The HACP must apply the standards it established under § 982.553(a)(1)(ii)(C) that prohibit admission if any household member has ever been convicted of drug-related criminal activity for manufacture or production of methamphetamine on the premises of federally assisted housing to EHV applicants.</p>

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		<p>(2) The HACP must apply the standards it established under § 982.553(a)(2)(i) that prohibit admission to the program if any member of the household is subject to a lifetime registration requirement under a State sex offender registration program to EHV applicants.</p> <p>Unlike regular HCV admissions, the HACP may not deny an EHV applicant admission regardless of whether:</p> <ul style="list-style-type: none">• Any member of the family has been evicted from federally assisted housing or if a PHA has ever terminated assistance under the program for any member of the family.• The family currently owes rent or other amounts to the PHA or to another PHA in connection with Section 8 or public housing assistance under the 1937 Act.• The family has not reimbursed any PHA for amounts paid to an owner under a HAP contract for rent, damages to the unit, or other amounts owed by the family under the lease.• The family breached an agreement with the PHA to pay amounts owed to a PHA, or amounts paid to an owner by a PHA.• The family would otherwise be prohibited admission under alcohol abuse standards established by the PHA in accordance with §982.553(a)(3).• The PHA determines that any household member is currently engaged in or has engaged in during a reasonable time before the admission, drug-related criminal activity. <p>Similar to the HUD-Veterans Affairs Supportive Housing (HUD-VASH) program, HUD is eliminating the PHA’s permissive prohibitions for EHV admissions for drug-related criminal activity.</p> <p>The HACP must still deny admission to the program if any member of the family fails to sign and submit consent forms for obtaining information in accordance with 24 CFR part 5 as required by § 982.552(b)(3), but should notify the family of the limited EHV grounds</p>
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		<p>for denial of admission first.</p> <p><i>Permissive Prohibitions.</i></p> <p>The permissive prohibitions that may be implemented at the PHA’s discretion are:</p> <p>(1) If the PHA determines that any household member is currently engaged in, or has engaged in within the previous 12 months:</p> <ul style="list-style-type: none"> a. Violent criminal activity. b. Other criminal activity, which may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity. <p>(2) If any member of the family has committed fraud, bribery, or any other corrupt or criminal act in connection with any Federal housing program within the previous 12 months.</p> <p>(3) If the family engaged in or threatened abusive or violent behavior toward PHA personnel within the previous 12 months.</p> <p><u>HACP Policy</u> The HACP has not adopted any of the EHV permissive prohibitions in its applicant screening processes.</p> <p>3-III.E. SCREENING Screening for Eligibility</p>
<p>Chapter 3, page 89, Section 3-III.D.</p>	<p>Criminal Background Check (CBC) A criminal background check will be performed on all applicants for housing and, subject to the considerations noted below (e.g., evidence of rehabilitation, additional reasons for denial, denied for life, etc.).</p> <p>For the purpose of this Policy, if any member of the applicant family is currently charged with any of the following listed offenses, including offenses listed in subsequent sections on 10 Year Denial, Denial for</p>	<p>Criminal Background Check (CBC) A criminal background check will be performed on all applicants for housing and, subject to the considerations noted below (e.g., evidence of rehabilitation, additional reasons for denial, denied for life, etc.). For the Special Purpose Vouchers such as Veterans Affairs Supportive Housing (VASH) and Emergency Housing Vouchers (EHV), the HACP will follow any mandatory alternative requirements as required by the program regulations and PIH Notices.</p>

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	<p>Sex Offenders and Denied for Life sections, they may be determined to have engaged in criminal activity, drug-related criminal activity or violent criminal activity and may be denied admission while the charges are pending. An ARD placement shall not be considered a conviction for these purposes.</p> <p>5 Year denial: Any conviction for the following crimes, including solicitation, conspiracy or attempt to commit any of the following crimes, will deny an applicant for 5 years from the date of conviction for admission into the housing program:</p>	<p style="color: red;">If any of the policies in the HACP Administrative Plan conflict with the Special Purpose Voucher federal operating requirements and/or PIH Notices, the federal operating requirements and/or PIH Notices will govern.</p> <p>For the purpose of this Policy, if any member of the applicant family is currently charged with any of the following listed offenses, including offenses listed in subsequent sections on 10 Year Denial, Denial for Sex Offenders, and Denied for Life sections, they may be determined to have engaged in criminal activity, drug-related criminal activity or violent criminal activity and may be denied admission while the charges are pending. An ARD placement shall not be considered a conviction for these purposes.</p> <p>5 Year denial: Any conviction for the following crimes, including solicitation, conspiracy or attempt to commit any of the following crimes, will deny an applicant for 5 years from the date of conviction for admission into the housing program:</p>
<p>Chapter 3, Page 74, Section 3-II.A.</p>	<p>Using Income Limits for Targeting [24 CFR 982.201] At least 75 percent of the families admitted to the PHA's program during a PHA fiscal year must be extremely low-income families. HUD may approve exceptions to this requirement if the PHA demonstrates that it has made all required efforts, but has been unable to attract an adequate number of qualified extremely low-income families.</p> <p>Families continuously assisted under the 1937 Housing Act and families living in eligible low- income housing that are displaced as a result of prepayment of a mortgage or voluntary termination of a mortgage insurance contract are not counted for income targeting purposes.</p>	<p>Using Income Limits for Targeting [24 CFR 982.201] At least 75 percent of the families admitted to the PHA's program during a PHA fiscal year must be extremely low-income families. HUD may approve exceptions to this requirement if the PHA demonstrates that it has made all required efforts, but has been unable to attract an adequate number of qualified extremely low-income families.</p> <p>Families continuously assisted under the 1937 Housing Act and families living in eligible low- income housing that are displaced as a result of the prepayment of a mortgage or voluntary termination of a mortgage insurance contract are not counted for income targeting purposes. Per PIH Notice 2021-15, the income targeting requirements of section 16(b) of the United States Housing Act of 1937 and § 982.201(b)(2) are waived and do not apply to EHV families. However, the HACP may still choose to include the admission of extremely low-income EHV families in its income targeting numbers for the fiscal year in which these families are admitted.</p>

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		<p><u>HACP Policy</u> The HACP will include the admission of extremely low-income EHV families in its income targeting numbers for the fiscal year in which these families are admitted.</p>
Chapter 3, page 78, Section 3-II.C.	The PHA must deny assistance to an applicant family if they do not meet the SSN disclosure and documentation requirements contained in 24 CFR 5.216.	<p>The PHA must deny assistance to an applicant family if they do not meet the SSN disclosure and documentation requirements contained in 24 CFR 5.216. Per PIH Notice 2021-15, HUD is waiving the requirement to obtain and verify SSN documentation and documentation evidencing eligible noncitizen status before admitting the family to the EHV program.</p> <p><u>HACP Policy</u> The HACP will accept SSN or eligible noncitizen status documentation within 180 days of admission to be eligible for continued assistance, pending verification, unless the HACP provides an extension based on evidence from the family or confirmation from the CoC or other partnering agency that the family has made a good-faith effort to obtain the documentation.</p>
Chapter 7, page 206, 7-I.D.	<p>When Third-Party Verification is Not Required [Notice PIH 2010-19] Third-party verification may not be available in all situations. HUD has acknowledged that it may not be cost-effective or reasonable to obtain third-party verification of income, assets, or expenses when these items would have a minimal impact on the family’s total tenant payment.</p>	<p>When Third-Party Verification is Not Required [Notice PIH 2018-18 and 2021-15] Third-party verification may not be available in all situations. HUD has acknowledged that it may not be cost-effective or reasonable to obtain third-party verification of income, assets, or expenses when these items would have a minimal impact on the family’s total tenant payment.</p> <p><u>HACP Policy</u> If the family cannot provide original documents, HACP will pay the service charge required to obtain third-party verification, unless it is not cost effective in which case a self-certification will be acceptable as the only means of verification. The cost of verification will not be passed on to the family.</p> <p>The cost of postage and envelopes to obtain third-party verification of income, assets, and expenses is not an unreasonable cost [VG, p. 18].</p>

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		<p>EHV Income Verification at Admissions Waiver Per PIH Notice 2021-15, HUD is waiving the third-party income verification requirements for EHV applicants, and, alternatively allowing PHAs to consider self-certification as the highest form of income verification at admission. EHV Applicants must submit an affidavit attesting to reported income, assets, expenses, and other factors, which would affect an income eligibility determination.</p> <p><u>HACP Policy</u> The HACP will use self-certification as the highest form of income verification at admission for EHV applicants. The HACP must and will continue to review the EIV Income and Income Validation Tool (IVT) Report to confirm/validate family-reported income within ninety (90) days of the IMS/PIC submission date; print and maintain copies of the EIV Income and IVT Reports in the tenant file; and resolve any income discrepancy with the family within sixty (60) days of the EIV Income or IVT Report dates.</p>
<p>Chapter 7, page 202, 7-I.B.</p>	<p>File Documentation <u>HACP Policy</u> HACP will document in the family file, the following: Reported family annual income Value of assets Expenses related to deductions from annual income Other factors influencing adjusted income When the PHA is unable to obtain third-party verification, the PHA will document in the family file the reason that third-party verification was not available [24 CFR 982.516(a); Notice PIH 2018-18].</p>	<p>File Documentation <u>HACP Policy</u> HACP will document the following in the family file, the following: <ul style="list-style-type: none"> ● Copies of the most recent HAP contract, RFTA, and supporting action ● Original application and eligibility determination paperwork to include EIV Existing Tenant Search results ● Copies of the EIV Income and Income Validation Tool (IVT) Report ● Reported family annual income ● Value of assets ● Expenses related to deductions from annual income ● Other factors influencing adjusted income When the PHA is unable to obtain third-party verification, the PHA will document in the family file the reason that third-party verification was not available [24 CFR 982.516(a); Notice PIH 2018-18].</p>

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<p>Chapter 7, page 209. 7-II.B.</p>	<p>7-II.B. SOCIAL SECURITY NUMBERS [24 CFR 5.216 and Notice PIH 2010-3]</p> <p>The family must provide documentation of a valid social security number (SSN) for each member of the household, with the exception of individuals who do not contend eligible immigration status. Exemptions also include, existing program participants who were at least 62 years of age as of January 31, 2010, and had not previously disclosed an SSN.</p> <p>PHA must accept the following documentation as acceptable evidence of the social security number:</p> <p>An original SSN card issued by the Social Security Administration (SSA)</p> <p>An original SSA-issued document, which contains the name and SSN of the individual</p> <p>An original document issued by a federal, state, or local government agency, which contains the name and SSN of the individual, along with other identifying information of the individual</p> <p>Such other evidence of the SSN as HUD may prescribe in administrative instructions</p> <p>The PHA may only reject documentation of an SSN provided by an applicant or participant if the document is not an original document or if the original document has been altered, mutilated, is illegible, or appears to be forged.</p> <p><u>HACP Policy</u> HACP will explain to the applicant or participant the reasons the document is not acceptable and request that the individual obtain and submit acceptable documentation of the SSN to HACP within 60 days. In the case of Moderate Rehabilitation Single Room Occupancy</p>	<p>7-II.B. SOCIAL SECURITY NUMBERS [24 CFR 5.216 and Notice PIH 2018-24]</p> <p>The family must provide documentation of a valid Social Security Number (SSN) for each member of the household, with the exception of individuals who do not contend eligible immigration status. Exemptions also include, existing program participants who were at least 62 years of age as of January 31, 2010, and had not previously disclosed an SSN. Social security numbers must be verified only once during continuously assisted occupancy.</p> <p>The PHA must request the applicant and participant (including each member of the household), who are not exempt as stated in the previous paragraph, to provide documentation of each disclosed SSN. Acceptable evidence of the SSN consists of</p> <ol style="list-style-type: none"> a. An original SSN card issued by the Social Security Administration (SSA); b. An original SSA-issued document, which contains the name and SSN of the individual; or c. An original document issued by a Federal, State, or local government agency, which contains the name and SSN of the individual. <p><u>HACP Policy</u> HACP will verify each disclosed SSN by:</p> <ol style="list-style-type: none"> 1. Obtaining documentation from applicants and participants that is acceptable as evidence of social security numbers 2. Making a copy of the original documentation submitted, returning it to the individual, and retaining a copy in the file folder 3. Once the individual’s verification status is classified as “verified” in EIV, the HACP will destroy copies of documentation accepted as evidence of social security
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<p>(SRO) individuals, the required documentation must be provided within 60 calendar days from the date of admission into the program. PHA must grant one additional 30-day extension if it determines that the applicant’s failure to comply was due to circumstances that were beyond the applicant’s control and could not have been reasonably foreseen.</p> <p><u>HACP Policy</u> HACP will grant one additional 30-day extension if needed for reasons beyond the participant’s control such as delayed processing of the SSN application by the SSA, natural disaster, fire, death in the family, or other emergency. If the individual fails to comply with SSN disclosure and documentation requirements upon expiration of the provided time period, HACP will terminate the individual’s assistance.</p> <p>When a participant requests to add a new household member who is at least 6 years of age, or who is under the age of 6 and has an SSN, the participant must provide the complete and accurate SSN assigned to each new member at the time of reexamination or recertification, in addition to the documentation required to verify it. PHA may not add the new household member until such documentation is provided.</p> <p>When a participant requests to add a new household member who is under the age of 6 and has not been assigned an SSN, the participant must provide the SSN assigned to each new child and the required documentation prior to the child being added to the household. A 90-day extension will be granted if PHA determines that the participant’s failure to comply was due to unforeseen circumstances and was outside of the participant’s control. During the period PHA is awaiting documentation of the SSN, the child will not be counted as part of the assisted household.</p> <p><u>HACP Policy</u> HACP will grant one additional 90-day extension if needed for reasons beyond the participant’s control such as delayed processing of the</p>	<p style="text-align: center;">numbers by no later than the next reexamination.</p> <p>The PHA may reject documentation of the SSN provided by the applicant or participant for only the following reasons:</p> <ol style="list-style-type: none"> a. The document is not an original document; or b. The original document has been altered, mutilated, or is not legible; or c. The document appears to be a forged document (i.e., does not appear to be authentic). <p>HACP will grant one additional 30-day extension if needed for reasons beyond the participant’s control such as delayed processing of the SSN application by the SSA, natural disaster, fire, death in the family, or other emergencies. If the individual fails to comply with SSN disclosure and documentation requirements upon expiration of the provided time period, HACP will terminate the individual’s assistance.</p> <p>In the case of Moderate Rehabilitation Single Room Occupancy (SRO) individuals, the required documentation must be provided within 60 calendar days from the date of admission into the program. PHA must grant one additional 30-day extension if it determines that the applicant’s failure to comply was due to circumstances that were beyond the applicant’s control and could not have been reasonably foreseen.</p> <p>Individuals Without an Assigned SSN It is not uncommon for certain individuals to not have an SSA-assigned SSN. Below is a listing of such individuals, which is not all-inclusive:</p> <ol style="list-style-type: none"> a. U.S. newborn children (eligible citizens - these individuals will be issued an SSN upon SSA confirmation of birth). b. Noncitizens lawfully present in the U.S. (ineligible noncitizens - these individuals will be issued an SSN upon SSA confirmation of the individual’s DHS documentation or confirmation that the individual is required by law to provide an SSN to receive general assistance benefits that they already have qualified for).
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<p>SSN application by the SSA, natural disaster, fire, death in the family, or other emergency.</p> <p>Social security numbers must be verified only once during continuously assisted occupancy.</p> <p><u>HACP Policy</u></p> <p>Once an individual’s status is classified as “verified” in HUD’s EIV system, HACP will remove and destroy copies of documentation accepted as evidence of social security numbers by no later than the next reexamination.</p>	<p style="color: red;">c. Noncitizens unlawfully present in the U.S. (ineligible noncitizens - typically, these individuals cannot be assigned an SSN).</p> <p style="color: red;">PHAs are required to use the Public and Indian Housing Information Center (PIC) Tenant ID Management tool to generate a unique identifier (commonly referred to as an alternate ID (ALT ID)) for those individuals who have not been assigned an SSN. Once an individual discloses an SSN, the PHA must use the Tenant ID Management tool to replace the ALT ID with the disclosed SSN within 30 calendar days of receipt of the SSN.</p> <p style="color: red;">Household Member Addition</p> <p style="color: red;">When a participant requests to add a new household member who is at least 6 years of age, or who is under the age of 6 and has an SSN, to the family, the participant must disclose the SSA-assigned SSN and provide the PHA with the documents referenced above at the time of the such request, or at the time of processing the interim or annual reexamination of family income and/or composition. If the family is unable to provide the required documentation of the SSN, the PHA shall not add the new household member to the family composition until the family provides such documentation. provide the complete and accurate SSN assigned to each new member at the time of reexamination or recertification, in addition to the documentation required to verify it. PHA may not add the new household member until such documentation is provided.</p> <p style="color: red;">When a participant requests to add a new household member who is <u>under the age of 6</u> and has not been assigned an SSN, the participant must provide the SSN assigned to each new child and the required documentation within ninety (90) calendar days of the child being added to the household. prior to the child being added to the household. A 90-day extension will be granted if PHA determines that the participant’s failure to comply was due to unforeseen circumstances and was outside of the participant’s control. During the period PHA is awaiting documentation of the SSN, the child will not be</p>
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		<p>counted as part of the assisted household.</p> <p>If the family is unable to disclose and provide evidence of the SSN within ninety (90) calendar days, the PHA is required to grant the family an additional 90-day period to comply with the SSN disclosure and documentation requirements. The PHA is required to generate an ALT ID. Upon expiration of the provided time period, the PHA must terminate the entire family’s tenancy or assistance, or both.</p> <p><u>HACP Policy</u> HACP will follow PIH Notice 2018-24 and any subsequent notices when adding a new household member including giving up to 180 days for a family to disclose and document the SSN of a new household member who is under the age of 6 and has not been assigned an SSN. grant one additional 90-day extension if needed for reasons beyond the participant’s control such as delayed processing of the SSN application by the SSA, natural disaster, fire, death in the family, or other emergency.</p> <p>Social security numbers must be verified only once during continuously assisted occupancy.</p> <p>EHV Social Security Number Verification PIH Notice 2021-15 permits PHAs to adopt policies to admit EHV applicants who are unable to provide the required SSN or citizenship documentation during the initial eligibility determination.</p> <p><u>HACP Policy</u> The HACP will require EHV individuals to provide the required documentation within 180 days of admission to be eligible for continued assistance, pending verification unless there is evidence from the family or confirmation from the CoC or other partnering agency that the family has made a good-faith effort to obtain the documentation. In this case, the HACP will provide a one-time thirty (30) day extension upon receipt of such evidence or confirmation.</p>
Chapter 7, page	7-II.C. DOCUMENTATION OF AGE ...HACP Policy	Age must be verified only once during continuously assisted occupancy.

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<p>211, Section 7-II.C.</p>	<p>Age must be verified only once during continuously assisted occupancy.</p>	<p>EHV Eligibility Determination PHAs may accept self-certification of date of birth and disability status if a higher level of verification is not immediately available.</p> <p><u>HACP Policy</u> The HACP will accept self-certification of date of birth and disability status for EHV applicants if a higher level of verification is not immediately available. If self-certification is used, the HACP must obtain a higher level of verification within ninety (90) days of admission or verify the information on EIV.</p>
<p>Chapter 7, page 216, Section 7-II.F.</p>	<p><u>HACP Policy</u> For family members claiming disability who do not receive disability benefits from the SSA, a knowledgeable professional must provide third-party verification that the family member meets the HUD definition of disability. See the Eligibility chapter for the HUD definition of disability. The knowledgeable professional will verify whether the family member does or does not meet the HUD definition.</p>	<p><u>HACP Policy</u> For family members claiming disability who do not receive disability benefits from the SSA, a knowledgeable professional must provide third-party verification that the family member meets the HUD definition of disability. See the Eligibility chapter for the HUD definition of disability. The knowledgeable professional will verify whether the family member does or does not meet the HUD definition.</p> <p>EHV Eligibility Determination PHAs may accept self-certification of date of birth and disability status if a higher level of verification is not immediately available.</p> <p><u>HACP Policy</u> The HACP will accept self-certification of date of birth and disability status for EHV applicants if a higher level of verification is not immediately available. If self-certification is used, the HACP must obtain a higher level of verification within ninety (90) days of admission or verify the information on EIV.</p>
<p>Chapter 3, page 217, Section 7-II.G.</p>	<p>Eligible Immigrants Documents Required... The documentation required for eligible noncitizens varies depending upon factors such as the date the person entered the U.S., the conditions under which eligible immigration status has been granted, age, and the date on which the family began receiving HUD-funded</p>	<p>Eligible Immigrants Documents Required... The documentation required for eligible noncitizens varies depending upon factors such as the date the person entered the U.S., the conditions under which eligible immigration status has been granted, age, and the date on which the family began receiving HUD-funded</p>

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	<p>assistance. Exhibit 7-1 at the end of this chapter summarizes documents family members must provide.</p>	<p>assistance. Exhibit 7-1 at the end of this chapter summarizes documents family members must provide.</p> <p>EHV Eligibility Determination PIH Notice 2021-15 permits PHAs to delay the receipt of documentation evidencing eligible noncitizen status and admit the family into the EHV program.</p> <p><u>HACP Policy</u> The HACP will require EHV individuals to provide the required documentation within 180 days of admission to be eligible for continued assistance, pending verification unless there is evidence from the family or confirmation from the CoC or other partnering agency that the family has made a good-faith effort to obtain the documentation. In this case, the HACP will provide a one-time thirty (30) day extension upon receipt of such evidence or confirmation.</p>
<p>Chapter 8, page 244, Section 8-II.A.</p>	<p>iii. If the unit passes the inspection, then the unit is deemed satisfactory for 90 days and any Request for Tenancy Approval (RFTA) submitted in that time frame can move forward in the leasing processes without an additional inspection. If a RFTA is not submitted within the 90-day period, the unit and the passing score becomes void and a new inspection will be required prior to the HACP approval.</p>	<p>iii. If the unit passes the inspection, then the unit is deemed satisfactory for 90 days and any Request for Tenancy Approval (RFTA) submitted in that time frame can move forward in the leasing processes without an additional inspection, including for the EHV program, per the waiver that the HACP received from HUD approving the use of this MTW activity for the EHV program. If a RFTA is not submitted within the 90-day period, the unit and the passing score become void and a new inspection will be required prior to the HACP approval.</p>
<p>Chapter 8, page 246, Section 8-II.B.</p>	<p><u>HACP Policy</u> If a unit passes pre-inspection within ninety (90) calendar days of the date that HACP received the Request for Tenancy Approval (RFTA), the HACP will use the pre-inspection for the initial HQS inspection.</p>	<p><u>HACP Policy</u> If a unit passes pre-inspection within ninety (90) calendar days of date that HACP received the Request for Tenancy Approval (RFTA), including EHV units per a HUD-approved waiver request to use this MTW implemented activity for EHV, the HACP will use the pre-inspection for the initial HQS inspection.</p>

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	<p>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 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 (RFTA).</p>	<p>If no pre-inspection was conducted, the Request for Tenancy Approval (RFTA) was not received by HACP within ninety (90) calendar days of the pre-inspection pass date, or the unit failed pre-inspection, 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 (RFTA).</p>
<p>Chapter 10, page 283, Section 10-II.B.</p>	<p>The HACP will consider exceptions to this policy for purposes of reasonable accommodation (see Chapter 2) or reasons related to domestic violence, dating violence, or stalking. However, any exception to this policy is subject to the approval of the receiving HACP [24 CFR 982.353(c) (3)].</p>	<p>The HACP will consider exceptions to this policy for purposes of reasonable accommodation (see Chapter 2) or reasons related to domestic violence, dating violence, or stalking. However, any exception to this policy is subject to the approval of the receiving HACP [24 CFR 982.353(c) (3)]. Furthermore, per PIH Notice 2021-15, HUD waived section 8(r)(1)(b)(i) of the United States Housing Act of 1937 and § 982.353(c) for EHV nonresident applicants. The HACP may not restrict an EHV family from exercising portability because they are a non-resident applicant.</p>
<p>Chapter 8, page 244, add new section</p>	<p>None existing currently</p>	<p>8.1.G. CARBON MONOXIDE DETECTORS COMPLIANCE</p> <p>The HACP HQS inspectors follow the requirements of PIH Notice 2022-01 and the City of Pittsburgh fire code for non-commercial powered existing residential units. The code requires at least one battery-operated Carbon Monoxide (CO) detector present and functioning within 15 feet of every room used for sleeping and every source of CO, including furnaces and boilers. The HACP HQS inspectors test each CO detector and report any violations to the City of Pittsburgh code on all initial, annual, and complaint inspections. The unit will fail HQS inspection and the owner will have the standard thirty (30) days to make any repairs to the CO detectors.</p>
<p>Chapter 13, page 336, Section 13-I.D.</p>	<p>Legal Ownership of Unit... <u>HACP Policy</u> HACP will only enter into a contractual relationship with the legal owner of a qualified unit. No tenancy will be approved without acceptable documentation of legal ownership (e.g., deed of trust, proof of taxes for most recent year).</p>	<p>Legal Ownership of Unit... <u>HACP Policy</u> HACP will only enter into a contractual relationship with the legal owner of a qualified unit. No tenancy will be approved without acceptable documentation of legal ownership (e.g., deed of trust, proof of taxes for the most recent year, management agreement).</p>

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<p>Chapter 8, page 254, Section 8-III.B.</p>	<p><u>HACP Policy</u> ...All rent increase requests must be received by HACP no later than 120 days prior to the first day of the anniversary month of the HAP contract effective date.</p> <p>All rent increase requests must include written acknowledgement by the family of the proposed rent increase.</p>	<p><u>HACP Policy</u> ...All rent increase requests must be received by HACP no later than 120 days prior to the first day of the anniversary month of the HAP contract effective date. All rent increase requests must include written acknowledgement by the family of the proposed rent increase. Any rent increase requests received later than the submission deadline, or that are missing the family's signature will be denied.</p> <p>Rent Increases in Excess of \$200 (or 10% or More)</p> <p>The HACP has established a separate process for evaluating rent increases in excess of \$200 (or 10% or more). Once a rent increase is submitted, the unit upgrades must be inspected by an HQS inspector to justify the increase above the \$200 or 10% or more threshold as follows:</p> <table border="1" data-bbox="1094 794 1934 1170"> <thead> <tr> <th>Tier / Upgrade Category</th> <th>Approvable Rent Increase Percentage</th> <th>Upgrade Examples</th> </tr> </thead> <tbody> <tr> <td>1 - Small Upgrades</td> <td>10% - 11.99%</td> <td>Painting & Fixtures</td> </tr> <tr> <td>2 - Moderate Upgrades</td> <td>12% - 14.99%</td> <td>Bathrooms, Kitchens, & Doors</td> </tr> <tr> <td>3 - Substantial Upgrades</td> <td>15% or more</td> <td>Foundation, Roofing, Gutters, Chimney</td> </tr> </tbody> </table>	Tier / Upgrade Category	Approvable Rent Increase Percentage	Upgrade Examples	1 - Small Upgrades	10% - 11.99%	Painting & Fixtures	2 - Moderate Upgrades	12% - 14.99%	Bathrooms, Kitchens, & Doors	3 - Substantial Upgrades	15% or more	Foundation, Roofing, Gutters, Chimney
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<p>Chapter 9, page 276, Section 9.I.H.</p>	<p><u>HACP Policy</u> Where the owner is requesting a rent increase, the request must be received by HACP no less than 90 calendar days in advance of the first day of the anniversary month of the HAP contract. Where the owner is requesting a rent increase, HACP will determine whether the requested increase is reasonable no later than 30 calendar days before the first day of the anniversary month. The owner will be</p>	<p><u>HACP Policy</u> Owners may request a rent increase once per year. Where the owner is requesting a rent increase, the request must be received by HACP no less than 120 calendar days in advance of the first day of the anniversary month of the HAP contract. All rent increase requests must include written acknowledgement by the family of the proposed rent increase. Any rent increase requests received later than the submission</p>												

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	<p>notified of the determination in writing.</p> <p>Rent increases will go into effect on the first day of the anniversary month of the HAP contract. Owners may request a contract rewrite to reassign utility or appliance responsibility once each year and the change will take effect on the tenant's anniversary date.</p>	<p>deadline, or that are missing the family's signature will be denied.</p> <p>Rent Increases in Excess of \$200 (or 10% or More)</p> <p>The HACP has established a separate process for evaluating rent increases in excess of \$200 (or 10% or more). Once a rent increase is submitted, the unit upgrades must be inspected by an HQS inspector to justify the increase above the \$200 or 10% or more threshold as follows:</p> <table border="1" data-bbox="1094 513 1934 889"> <thead> <tr> <th data-bbox="1094 513 1402 639">Tier / Upgrade Category</th> <th data-bbox="1402 513 1619 639">Approvable Rent Increase Percentage</th> <th data-bbox="1619 513 1934 639">Upgrade Examples</th> </tr> </thead> <tbody> <tr> <td data-bbox="1094 639 1402 699">1 - Small Upgrades</td> <td data-bbox="1402 639 1619 699">10% - 11.99%</td> <td data-bbox="1619 639 1934 699">Painting & Fixtures</td> </tr> <tr> <td data-bbox="1094 699 1402 794">2 - Moderate Upgrades</td> <td data-bbox="1402 699 1619 794">12% - 14.99%</td> <td data-bbox="1619 699 1934 794">Bathrooms, Kitchens, & Doors</td> </tr> <tr> <td data-bbox="1094 794 1402 889">3 - Substantial Upgrades</td> <td data-bbox="1402 794 1619 889">15% or more</td> <td data-bbox="1619 794 1934 889">Foundation, Roofing, Gutters, Chimney</td> </tr> </tbody> </table>	Tier / Upgrade Category	Approvable Rent Increase Percentage	Upgrade Examples	1 - Small Upgrades	10% - 11.99%	Painting & Fixtures	2 - Moderate Upgrades	12% - 14.99%	Bathrooms, Kitchens, & Doors	3 - Substantial Upgrades	15% or more	Foundation, Roofing, Gutters, Chimney
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Chapter 17, page 456, Section 17-VII.B.	<p>The PHA may not approve and the owner may not receive any increase of rent to owner until and unless the owner has complied with requirements of the HAP contract, including compliance with HQS. The owner may not receive any retroactive increase of rent for any period of noncompliance.</p>	<p>The PHA may not approve and the owner may not receive any increase of rent to owner until and unless the owner has complied with requirements of the HAP contract, including compliance with HQS. The owner may not receive any retroactive increase of rent for any period of noncompliance.</p> <p><u>HACP Policy</u></p> <p>Where the owner is requesting a rent increase, the request must be received by HACP no less than 120 calendar days in advance of the first day of the anniversary month of the HAP contract (see Section 17-V.D.). Any rent increase requests received later than the submission deadline will be denied.</p>												

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		<p>Rent Increases in Excess of \$200 (or 10% or More)</p> <p>The HACP has established a separate process for evaluating rent increases in excess of \$200 (or 10% or more). Once a rent increase is submitted, the unit upgrades must be inspected by an HQS inspector to justify the increase above the \$200 or 10% or more threshold as follows:</p> <table border="1" data-bbox="1094 513 1934 885"> <thead> <tr> <th data-bbox="1094 513 1402 639">Tier / Upgrade Category</th> <th data-bbox="1402 513 1614 639">Approvable Rent Increase Percentage</th> <th data-bbox="1614 513 1934 639">Upgrade Examples</th> </tr> </thead> <tbody> <tr> <td data-bbox="1094 639 1402 699">1 - Small Upgrades</td> <td data-bbox="1402 639 1614 699">10% - 11.99%</td> <td data-bbox="1614 639 1934 699">Painting & Fixtures</td> </tr> <tr> <td data-bbox="1094 699 1402 794">2 - Moderate Upgrades</td> <td data-bbox="1402 699 1614 794">12% - 14.99%</td> <td data-bbox="1614 699 1934 794">Bathrooms, Kitchens, & Doors</td> </tr> <tr> <td data-bbox="1094 794 1402 885">3 - Substantial Upgrades</td> <td data-bbox="1402 794 1614 885">15% or more</td> <td data-bbox="1614 794 1934 885">Foundation, Roofing, Gutters, Chimney</td> </tr> </tbody> </table>	Tier / Upgrade Category	Approvable Rent Increase Percentage	Upgrade Examples	1 - Small Upgrades	10% - 11.99%	Painting & Fixtures	2 - Moderate Upgrades	12% - 14.99%	Bathrooms, Kitchens, & Doors	3 - Substantial Upgrades	15% or more	Foundation, Roofing, Gutters, Chimney
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3 - Substantial Upgrades	15% or more	Foundation, Roofing, Gutters, Chimney												
<p>Chapter 8, page 256, Section 8-III.D.</p>	<p>8-III.D. PHA RENT REASONABLENESS METHODOLOGY How Market Data Is Collected <u>HACP Policy</u> The HACP will collect and maintain data on market rents in Pittsburgh. Information sources will include newspapers, rental agencies, market surveys, inquiries of owners, data from the County Assessor’s office and other available sources. Primary consideration will be given to actual as opposed to advertised rents where available. The data will be maintained by census tract, bedroom size, housing type and the amount of rent. Information will also be collected about the number of bathrooms, utilities paid by the owner and tenant, appliances provided by the owner and tenant, the availability of laundry facilities and parking, amenities available and whether or not the property has accessibility features. The data will be updated on an ongoing basis and rent information that is more than two (2) years old will be</p>	<p>8-III.D. PHA RENT REASONABLENESS METHODOLOGY How Market Data Is Collected <u>HACP Policy</u> The HACP will utilize an industry-leading third-party rent reasonableness source procured through its normal Request for Proposal process. The third-party rent reasonableness source will collect market information on listings that are no more than two (2) years old, unless data for a particular census tract is scarce, and provide up to three (3) comparables for the subject property. Property owners can request to view a copy of the rent reasonableness analysis.</p> <p>On a case-by-case basis, the HACP will review property-owner submitted comparables for unassisted units if they disagree with the software’s analysis. However, the comparables submitted by the property owner must have similar features in at least 75% of the</p>												

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	<p>eliminated from the database unless data for a particular census tract is scarce.</p>	<p>following categories:</p> <ul style="list-style-type: none"> ● Location - within one (1) mile radius of the contract unit ● Bedroom size ● Age of the contract unit/year contract unit was built ● Unit type ● Number of bathrooms ● Utilities paid by the owner and tenant ● Availability of laundry facilities and/or parking ● Accessible features, if applicable
<p>Chapter 13, page 333, Section 13-I.D.</p>	<p>13-I.D. OWNER QUALIFICATIONS</p> <p>The PHA does not formally approve an owner to participate in the HCV program. However, there are a number of criteria where the PHA may deny approval of an assisted tenancy based on past owner behavior, conflict of interest, or other owner-related issues. No owner has a right to participate in the HCV program [24 CFR 982.306(e)].</p> <p>Owners Barred from Participation [24 CFR 982.306(a) and (b)]</p> <p>The PHA must not approve the assisted tenancy if the PHA has been informed that the owner has been debarred, suspended, or subject to a limited denial of participation under 24 CFR part 24.</p> <p>HUD may direct the PHA not to approve a tenancy request if a court or administrative agency has determined that the owner violated the Fair Housing Act or other federal equal opportunity requirements, or if such an action is pending.</p> <p>Criminal background checks will be conducted on all landlords and potential landlords. Persons with convictions for Methamphetamine manufacture and those who are required Lifetime Sex Offender Registrants will be permanently barred from participating as landlords on the program.</p>	<p>13-I.D. OWNER QUALIFICATIONS</p> <p>The PHA does not formally approve an owner to participate in the HCV program. However, there are a number of criteria where the PHA may deny approval of an assisted tenancy based on past owner behavior, conflict of interest, or other owner-related issues. No owner has a right to participate in the HCV program [24 CFR 982.306(e)]. There are a number of criteria where the PHA must deny approval of an assisted tenancy based on past owner behavior, conflict of interest, or other owner related issues [24 CFR 982.306].</p> <p>The PHA must not approve an assisted tenancy if the PHA has been informed (by HUD or otherwise) that the owner is debarred, suspended, or subject to a limited denial of participation under 2 CFR part 2424.</p> <p>When directed by HUD, the PHA must not approve an assisted tenancy if:</p> <ul style="list-style-type: none"> (1) The federal government has instituted an administrative or judicial action against the owner for violation of the Fair Housing Act or other federal equal opportunity requirements, and such action is pending; or (2) A court or administrative agency has determined that the owner violated the Fair Housing Act or other federal equal opportunity requirements. <p>In its administrative discretion, the PHA may deny approval of an</p>

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		<p>assisted tenancy [24 CFR 982.306(c)].</p> <p><u>HACP Policy</u></p> <p>The HACP will deny approval of an assisted tenancy or terminate a HAP contract at any time during the assisted tenancy for any of the following reasons:</p> <ul style="list-style-type: none">(1) The owner has violated obligations under a HAP contract under Section 8 of the 1937 Act (42 U.S.C. 1437f);(2) The owner has committed fraud, bribery or any other corrupt or criminal act in connection with any federal housing program;(3) The owner has a history or practice of non-compliance with the HQS for units leased under the tenant-based programs, or with applicable housing standards for units leased with project-based Section 8 assistance or leased under any other federal housing program;(4) The owner has a history or practice of failing to terminate tenancy of tenants of units assisted under Section 8 or any other federally assisted housing program for activity engaged in by the tenant, any member of the household, a guest or another person under the control of any member of the household that:<ul style="list-style-type: none">(i) Threatens the right to peaceful enjoyment of the premises by other residents;(ii) Threatens the health or safety of other residents, of employees of the PHA, or of owner employees or other persons engaged in management of the housing;(iii) Threatens the health or safety of, or the right to peaceful enjoyment of their residences, by persons residing in the immediate vicinity of the premises; or(iv) Is drug-related criminal activity or violent criminal activity;
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		<p>(5) The owner has a history or practice of renting units that fail to meet State or local housing codes including compliance with the Lead Safe Housing Rule (LSHR).</p> <p>If the HACP determines that any HAP contract breaches or program noncompliance has occurred, the HACP may exercise its rights and remedies under the HAP contract. The HACP will notify the owner of its determination and provide in writing the reasons for the determination. At the HACP’s sole discretion and depending on the nature of the violation, the HACP will generally require the owner to take a corrective action within thirty (30) calendar days of receiving said notice. Should the owner fail to execute the corrective action(s) within thirty (30) calendar days of receiving the notice, they will be permanently banned from participating in the HCV Program.</p> <p>In considering whether to disapprove owners or terminate the HAP contract for any discretionary reason listed above, the HACP will consider any mitigating factors. Such factors may include, but are not limited to, the seriousness of the violation in relation to program requirements, the impact on the ability of families to lease units under the program, health and safety of participating families, among others. Upon consideration of such circumstances, the HACP may, on a case-by-case basis, choose to approve an owner and/or continue the HAP contract.</p> <p>Owners Barred from Participation [24 CFR 982.306(a) and (b)]</p> <p>The PHA must not approve the assisted tenancy if the PHA has been informed that the owner has been debarred, suspended, or subject to a limited denial of participation under 24 CFR part 24.</p> <p>HUD may direct the PHA not to approve a tenancy request if a court or administrative agency has determined that the owner violated the Fair Housing Act or other federal equal opportunity requirements, or if</p>
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		<p>such an action is pending.</p> <p>Criminal background checks will be conducted on all landlords and potential landlords. Persons with convictions for Methamphetamine manufacture and those who are required Lifetime Sex Offender Registrants will be permanently barred from participating as landlords on the program.</p>
<p>Chapter 13, page 335, Section 13-I.D.</p>	<p>Owner Actions That May Result in Disapproval of a Tenancy Request [24 CFR 982.306(c)]</p> <p>HUD regulations permit the PHA to disapprove a request for tenancy for various actions and inactions of the owner.</p> <p>If the PHA disapproves a request for tenancy because an owner is not qualified, it may not terminate the HAP contract for any assisted families that are already living in the owner’s properties unless the owner has violated the HAP contract for those units [HCV GB p. 11-4].</p> <p><u>HACP Policy</u> HACP will refuse to approve a request for tenancy if HACP becomes aware that any of the following are true:</p> <p>The owner has violated obligations under a HAP contract under Section 8 of the 1937 Act (42 U.S.C. 1437f);</p> <p>The owner has committed fraud, bribery or any other corrupt or criminal act in connection with any federal housing program;</p> <p>The owner has engaged in any drug-related criminal activity or any violent criminal activity;</p> <p>Owner with Criminal Activity of a Felony conviction will not be eligible to participate as a program landlord for 7 years form the Date of the Felony.</p> <p>The owner has a history or practice of non-compliance with the HQS</p>	<p>Owner Actions That May Result in Disapproval of a Tenancy Request [24 CFR 982.306(c)]</p> <p>HUD regulations permit the PHA to disapprove a request for tenancy for various actions and inactions of the owner.</p> <p>If the PHA disapproves a request for tenancy because an owner is not qualified, it may not terminate the HAP contract for any assisted families that are already living in the owner’s properties unless the owner has violated the HAP contract for those units [HCV GB p. 11-4].</p> <p><u>HACP Policy</u> HACP will refuse to approve a request for tenancy if HACP becomes aware that any of the following are true:</p> <p>The owner has violated obligations under a HAP contract under Section 8 of the 1937 Act (42 U.S.C. 1437f);</p> <p>The owner has committed fraud, bribery or any other corrupt or criminal act in connection with any federal housing program;</p> <p>The owner has engaged in any drug-related criminal activity or any violent criminal activity;</p> <p>Owner with Criminal Activity of a Felony conviction will not be eligible to participate as a program landlord for 7 years form the Date of the Felony.</p> <p>The owner has a history or practice of non-compliance with the HQS</p>

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<p>for units leased under the tenant-based programs, or with applicable housing standards for units leased with project-based Section 8 assistance or leased under any other federal housing program;</p> <p>The owner has a history or practice of failing to terminate tenancy of tenants of units assisted under Housing Choice Voucher or any other federally assisted housing program for activity engaged in by the tenant, any member of the household, a guest or another person under the control of any member of the household that: (i) Threatens the right to peaceful enjoyment of the premises by other residents; (ii) Threatens the health or safety of other residents, of employees of HACP, or of owner employees or other persons engaged in management of the housing; (iii) Threatens the health or safety of, or the right to peaceful enjoyment of their residences, by persons residing in the immediate vicinity the premises; or (iv) Is drug-related criminal activity or violent criminal activity;</p> <p>The owner has a history or practice of renting units that fail to meet state or local housing codes; or</p> <p>The owner has not paid state or local real estate taxes, fines, or assessment. The entire portfolio of units on the program will be abated if the non-payment of the property taxes is not satisfied within 60 days.</p> <p>In considering whether to disapprove owners for any of the discretionary reasons listed above, HACP will consider any mitigating factors. Such factors may include, but are not limited to, the seriousness of the violation in relation to program requirements, the impact on the ability of families to lease units under the program, health and safety of participating families, among others. Upon consideration of such circumstances, HACP may, on a case-by-case basis, choose to approve an owner.</p>	<p>for units leased under the tenant-based programs, or with applicable housing standards for units leased with project-based Section 8 assistance or leased under any other federal housing program;</p> <p>The owner has a history or practice of failing to terminate tenancy of tenants of units assisted under Housing Choice Voucher or any other federally assisted housing program for activity engaged in by the tenant, any member of the household, a guest or another person under the control of any member of the household that: (i) Threatens the right to peaceful enjoyment of the premises by other residents; (ii) Threatens the health or safety of other residents, of employees of HACP, or of owner employees or other persons engaged in management of the housing; (iii) Threatens the health or safety of, or the right to peaceful enjoyment of their residences, by persons residing in the immediate vicinity the premises; or (iv) Is drug-related criminal activity or violent criminal activity;</p> <p>The owner has a history or practice of renting units that fail to meet state or local housing codes; or</p> <p>The owner has not paid state or local real estate taxes, fines, or assessment. The entire portfolio of units on the program will be abated if the non-payment of the property taxes is not satisfied within 60 days.</p> <p>In considering whether to disapprove owners for any of the discretionary reasons listed above, HACP will consider any mitigating factors. Such factors may include, but are not limited to, the seriousness of the violation in relation to program requirements, the impact on the ability of families to lease units under the program, health and safety of participating families, among others. Upon consideration of such circumstances, HACP may, on a case-by-case basis, choose to approve an owner.</p>
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<p>Chapter 6, page 151, Section 6-I.E.</p>	<p>6-I.E. EARNED INCOME DISALLOWANCE FOR PERSONS WITH DISABILITIES [24 CFR 5.617] The earned income disallowance (EID) encourages people with disabilities to enter the work force by not including the full value of increases in earned income for a period of time. The full text of 24 CFR 5.617 is included as Exhibit 6-4 at the end of this chapter. Eligibility criteria and limitations on the disallowance are summarized below.</p>	<p>6-I.E. EARNED INCOME DISALLOWANCE FOR PERSONS WITH DISABILITIES [24 CFR 5.617 and PIH Notice 2016-05] The earned income disallowance (EID) encourages people with disabilities to enter the workforce by not including the full value of increases in earned income for a period of time. The full text of 24 CFR 5.617 is included as Exhibit 6-4 at the end of this chapter. Eligibility criteria and limitations on the disallowance are summarized below.</p>
<p>Chapter 6, page 152-153, Section 6-I.E.</p>	<p>Initial 12-Month Exclusion During the initial 12-month exclusion period, the full amount (100 percent) of any increase in income attributable to new employment or increased earnings is excluded.</p> <p>Second 12-Month Exclusion and Phase-In During the second 12-month exclusion period, the exclusion is reduced to half (50 percent) of any increase in income attributable to employment or increased earnings. The 12 months are cumulative and need not be consecutive.</p> <p>Lifetime Limitation The EID has a two -year (24-month) lifetime maximum. The two year eligibility period begins at the same time that the initial exclusion period begins and ends 24 months later. The one-time eligibility for the EID applies even if the eligible individual begins to receive assistance from another housing agency, if the individual moves between public housing and Section 8 assistance, or if there are breaks in assistance.</p>	<p>Initial 12-Month Exclusion During the initial 12-month exclusion period, the full amount (100 percent) of any increase in income attributable to new employment or increased earnings is excluded.</p> <p>Second 12-Month Exclusion and Phase-In During the second 12-month exclusion period, the exclusion is reduced to half (50 percent) of any increase in income attributable to employment or increased earnings. The 12 months are cumulative and need not be consecutive.</p> <p>Lifetime Limitation The EID has a two-year (24-month) lifetime maximum. The two-year eligibility period begins at the same time that the initial exclusion period begins and ends 24 months later. The one-time eligibility for the EID applies even if the eligible individual begins to receive assistance from another housing agency, if the individual moves between public housing and Section 8 assistance, or if there are breaks in assistance. The period of availability during which a family member is eligible to receive the benefit of EID is limited to 24 straight months (two years):</p> <ul style="list-style-type: none"> ● Once a family member is determined to be eligible for the EID, the 24-calendar month period starts; ● If the family member discontinues the employment that initially qualified the family for the EID, the 24-calendar month period continues; ● During the 24-calendar month period, EID benefits are

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		<p>recalculated based on changes to family member income and employment;</p> <ul style="list-style-type: none">● During the first 12-calendar month period, a PHA must exclude all increased income resulting from the qualifying employment of the family member. After the first 12-calendar month period, the PHA must exclude from annual income of the family at least 50 percent of any increase in income of such family member as a result of employment over the family member’s income before the qualifying event (i.e., the family’s baseline income);● The EID benefit is limited to a lifetime 24-month period for the qualifying family member;● At the end of the 24 months, the EID ends regardless of how many months were “used.”● The family member who received EID for 24 straight months is no longer eligible to receive EID for the remainder of their participation in the HCV program (it’s a one-time benefit).
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