

2025 HCV Administrative Plan Revisions – Master Document

Chapter, Page, Section	Current ADMIN PLAN Language	Proposed Language	Reason for Change (Cite regulation, if applicable)
Chapter 6, 6-IV.C.	<p><i>Decreases</i></p> <p>If a PHA changes its payment standard schedule, resulting in a lower payment standard amount, during the term of the HAP contract, the PHA is not required to reduce the payment standard used to calculate subsidy for families under HAP contract as long as the HAP contract remains in effect [FR Notice 11/16/16].</p> <p>However, if the PHA does choose to reduce the payment standard for families currently under HAP contract, the initial reduction to the payment standard may not be applied any earlier than the effective date of the family’s second regular reexamination following the effective date of the decrease in the payment standard amount. At that point, the PHA may either reduce the payment standard to the current amount in effect on the PHA’s payment standard schedule or may reduce the payment standard to another amount that is higher than the normally applicable amount on the schedule. The PHA may also establish difference policies for designated areas within their jurisdiction (e.g., different zip code areas).</p> <p>In any case, the PHA must provide the family with at least twelve (12) months’ notice that the payment standard is being reduced before the effective date of the change. The PHA’s policy on decreases in the payment standard during the term of the HAP contract apply to all families under HAP contract at the time of the effective date of the decrease in the payment standard within the designated area.</p> <p><u>HACP Policy</u></p> <p>If HACP changes its payment standard schedule resulting in a lower payment standard amount, during the term of a HAP contract, the</p>	<p><i>Decreases [24 CFR 982.505(c)(3)]</i></p> <p>If a PHA changes its payment standard schedule, resulting in a lower payment standard amount, during the term of the HAP contract, the PHA is not required to reduce the payment standard used to calculate subsidy for families under HAP contract as long as the HAP contract remains in effect. The PHA must administer decreases in the payment standard amount for the family in accordance with the PHA policy as described in the administrative plan.</p> <p>Changes effective 12/2/24 and earlier: If the PHA does choose to reduce the payment standard for families currently under HAP contract, the initial reduction to the payment standard may not be applied any earlier than the effective date of the family’s second regular reexamination following the effective date of the decrease in the payment standard amount.</p> <p>Changes effective 12/3/24 and later: If the PHA does choose to reduce the payment standard for families currently under HAP contract, the initial reduction to the payment standard may not be applied any earlier than two (2) years following the effective date of the decrease in the payment standard and only with proper written notice to the family in accordance with 24 CFR 982.505(c)(3)(iii).</p> <p>At that point, the PHA may either reduce the payment standard to the current amount in effect on the PHA’s payment standard schedule or may reduce the payment standard to another amount that is higher than the normally applicable amount on the schedule. The PHA may also establish different policies for designated areas within its jurisdiction (e.g., different zip code areas). In any case, the PHA must provide the family with at least 12 months’ notice that the payment</p>	Update to match HOTMA HCV Final Rule

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	<p>HACP will not reduce the payment standard used to calculate subsidy for families under HAP contract as long as the HAP contract remains in effect.</p> <p>The HACP will not establish different policies for decreases in the payment standard for designated areas within their jurisdiction.</p>	<p>standard is being reduced before the effective date of the change. In the written notice, the PHA must state the new payment standard amount, explain that the family’s new payment standard amount will be the greater of the amount listed in the current written notice or the new amount (if any) on the PHA’s payment standard schedule at the end of the 12-month period, and make clear where the family will find the PHA’s payment standard schedule. The PHA’s policy on decreases in the payment standard during the term of the HAP contract applies to all families under HAP contract at the effective date of the decrease in the payment standard within the designated area.</p> <p><u>HACP Policy</u></p> <p>If the HACP changes its payment standard schedule resulting in a lower payment standard amount, during the term of a HAP contract, the HACP will not reduce the payment standard used to calculate subsidy for families under HAP contract as long as the HAP contract remains in effect.</p> <p>The HACP will not establish different policies for decreases in the payment standard for designated areas within their jurisdiction.</p>	
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Chapter 6, 6-IV.C.	<p><i>Changes in Family Unit Size (Voucher Size)</i></p> <p>Irrespective of any increase or decrease in the payment standard, if the family unit size increases or decreases during the HAP contract term, the new family unit size must be used to determine the payment standard for the family beginning at the family’s first regular reexamination following the change in family unit size.</p>	<p><i>Changes in Family Unit Size (Voucher Size) [24 CFR 982.505(c)(6)]</i></p> <p>Changes effective 12/2/24 and earlier: Irrespective of any increase or decrease in the payment standard, if the family unit size increases or decreases during the HAP contract term, the new family unit size must be used to determine the payment standard for the family beginning at the family’s first regular reexamination following the change in family unit size.</p> <p>Changes effective 12/3/24 and later: Irrespective of any increase or decrease in the payment standard, if the family unit size increases or decreases during the HAP contract term, the new family unit size may be used to determine the payment standard immediately but no later than the family’s first regular reexamination following the change in family unit size.</p> <p><u>HACP Policy</u></p> <p>If the family unit size (voucher size) changes during the term of a HAP contract, the new family unit size will be used to determine the payment standard at the family’s first regular reexamination following the change in family unit size.</p>	HOTMA HCV Final Rule
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Chapter 7, 7-I.B.	<p><u>HACP Policy</u></p> <p>The HACP will not accept other programs’ determinations of income for any new admission, annual, or interim reexamination.</p> <p>When available and applicable, the HACP will accept other programs’ Safe Harbor determinations of income at annual reexamination to determine the family’s total annual income. The HACP will still require third-party verification of all deductions such as the health and medical care expense or childcare expense deductions. Further, if the family is eligible for and claims the disability assistance expense or childcare expense deductions, where applicable, the HACP will obtain third-party verification of the amount of employment income of the individual(s) enabled to work in order to cap the respective expenses as required.</p> <p>Prior to using any Safe Harbor determination from another program, the HACP will ask the family if they agree with the income amounts listed. If the family disputes the income amounts on the Safe Harbor determination, the HACP will obtain third-party verification of all sources of income and assets (as applicable).</p> <p>The HACP will not accept other programs’ determinations of income for any new admission or interim reexamination.</p> <p>With the exception of income determinations made under the Low-Income Housing Tax Credit (LIHTC) program, the HACP will accept Safe Harbor determinations from any of the programs listed above.</p> <p>In order to be acceptable, the income determination must:</p> <ul style="list-style-type: none">· Be dated within 12 months of the dates listed above;· State the family size	<p><u>HACP Policy</u></p> <p>When available and applicable, the HACP will accept other programs’ Safe Harbor income determinations for any new admission, annual, or interim reexamination.</p> <p>In accordance with the regulations, the HACP will require third-party verification of all deductions, such as the health and medical care or childcare expense deductions. Further, if the family is eligible for and claims the disability assistance expense or childcare expense deductions, where applicable, the HACP will obtain third-party verification of the amount of employment income of the individual(s) enabled to work in order to cap the respective expenses as required.</p> <p>Prior to using any Safe Harbor determination from another program, the HACP will ask the family if they agree with the income amounts listed. If the family disputes the income amounts on the Safe Harbor determination, the HACP will obtain third-party verification of all sources of income and assets (as applicable).</p> <p>In order to be acceptable, the income determination must:</p> <ul style="list-style-type: none">· Be dated within twelve (12) months of the dates listed above;· State the family size· Be for the entire family (i.e., the family members listed in the documentation must match the family’s composition in the assisted unit, except for household members); and· Must state the amount of the family’s annual income. <p>The determination does not need to list each source of income individually. If the HACP does not receive any acceptable income determination documentation or cannot obtain documentation, then the HACP will revert to third-party verification of income for the family.</p>	Revisit for HOTMA
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	<ul style="list-style-type: none"> · Be for the entire family (i.e., the family members listed in the documentation must match the family’s composition in the assisted unit, except for household members); and · Must state the amount of the family’s annual income. <p>The determination need not list each source of income individually. If the HACP does not receive any acceptable income determination documentation or is unable to obtain documentation, then the HACP will revert to third-party verification of income for the family.</p> <p>When families present multiple verifications from the same or different acceptable Safe Harbor programs, the HACP will use the most recent income determination, unless the family presents acceptable evidence that the HACP should consider an alternative verification from a different Safe Harbor source.</p> <p>When the HACP uses a Safe Harbor income determination from another program, and the family’s income subsequently changes, the family is required to report the change to the HACP. Depending on when the change occurred, the change may or may not impact the HACP’s calculation of the family’s total annual income. Changes that occur between the time the HACP receives the Safe Harbor documentation and the effective date of the family’s annual reexamination will not be considered. If the family has a change in income that occurs after the annual reexamination effective date, the HACP will conduct an interim reexamination if the change meets the requirements for performing an interim reexamination as outlined in Chapter 11. In this case, the HACP will use third-party verification to verify the change.</p>	<p>When families present multiple verifications from the same or different acceptable Safe Harbor programs, the HACP will use the most recent income determination, unless the family presents acceptable evidence that the HACP should consider an alternative verification from a different Safe Harbor source.</p> <p>When the HACP uses a Safe Harbor income determination from another program, and the family’s income subsequently changes, the family must report the change to the HACP. Depending on when the change occurred, the change may or may not impact the HACP’s calculation of the family’s total annual income. Changes that occur between the time the HACP receives the Safe Harbor documentation and the effective date of the family’s annual reexamination will not be considered. If the family has a change in income after the annual/biennial reexamination effective date, the HACP will conduct an interim reexamination if the change meets the requirements for performing an interim reexamination as outlined in Chapter 11.</p>	
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Chapter 8, 8-III.B.	<div>8-III.B. WHEN RENT REASONABLENESS DETERMINATIONS ARE REQUIRED</div> <div>Owner-Initiated Rent Determinations</div> <div>The HACP has established a separate process for evaluating rent increases in excess of four hundred dollars (\$400) or ten (10) percent or more. Once a rent increase is submitted, the unit upgrades must be inspected by an HQS inspector to justify the increase above the four hundred dollars (\$400) or ten (10) percent or more threshold as follows:</div> <table><tr><th>Tier / Upgrade Category</th><th>Approvable Rent Increase Percentage</th><th>Upgrade Examples</th></tr><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></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	<div>8-III.B. WHEN RENT REASONABLENESS DETERMINATIONS ARE REQUIRED</div> <div>Owner-Initiated Rent Determinations</div> <div>The HACP has established a separate process for evaluating rent increases in excess of four hundred dollars (\$400) or ten (10) percent or more. Once a rent increase is submitted, the unit upgrades must be inspected by an HQS inspector to justify the increase above the four hundred dollars (\$400). or ten (10) percent or more threshold as follows:</div> <div>Remove the upgrade table.</div>	Update to remove the 10%
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 10, 10-I.B., and Chapter 17, 17-V.C.	N/A - new language	<p>10-I.B. FAMILY MOVES DUE TO UNIT DEFICIENCIES</p> <p>If the family is unable to lease a new unit within the term of the voucher. and the PHA owns or operates public housing, the PHA must offer, and if accepted, provide the family a selection preference for an appropriate-sized public housing unit that first becomes available for occupancy after the time period expires.</p> <p><u>HACP Policy</u></p> <p>The HACP does operate a public housing program and will provide a preference for HCV families whose HAP contract is being terminated due to an owner failing to make required repairs within the required time frame, and who were unable to lease a new unit within the term of the voucher.</p> <p>Thirty (30) days prior to the expiration date of the voucher, the HACP will provide written notice to the family stating that the HACP does provide such a preference and an estimation of availability for the appropriate-sized public housing unit.</p> <p>Relocation Assistance [24 CFR 982.404(e)(3)]</p> <p>PHAs may assist families relocating due to the HAP contract being terminated as a result of the owner failing to make required repairs within the required time frame in finding a new unit, including using up to two (2) months of the withheld and abated assistance payments for costs directly associated with relocating to a new unit, such as security deposits, temporary housing costs, or other reasonable moving costs as determined by the PHA based on their locality.</p> <p>The PHA must assist families with disabilities with locating available accessible units in accordance with 24 CFR 8.28(a)(3).</p>	HOTMA HCV Final Rule
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		<p><u>HACP Policy</u></p> <p>The HACP will assist families with disabilities in locating available, accessible units in accordance with program requirements.</p> <p>The HACP will not provide relocation assistance to non-disabled families relocating because the HAP contract was terminated due to the owner's failure to make the required repairs.</p>	
Chapter 16, 16-II.C.	N/A - new language	<p>Energy Efficient Utility Allowance [24 CFR 982.517(b)(2)(ii)]</p> <p>In addition to the area-wide utility allowance standard, the PHA may maintain an area-wide, energy-efficient utility allowance schedule to be used for units that are in a building that meets Leadership in Energy and Environmental Design (LEED) or Energy Star standards.</p> <p><u>HACP Policy</u></p> <p>The HACP will maintain an energy-efficient utility allowance schedule based on year built (pre- or post-1996).</p>	HOTMA HCV Final Rule - update HACP policy?
Chapter 16, Exhibit 16-3	Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking Housing Choice Voucher Program (see document)	Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking Housing Choice Voucher Program (see document)	VAWA 5381 updates, update plan to comply
Chapter 17, 17-III.D.	<p>Pre-HAP Contract Inspections [24 CFR 983.103(b), FR Notice 1/18/17, and Notice PIH 2017-20 as amended by MTW]</p> <p>The PHA must inspect each contract unit before execution of the HAP contract. The PHA may not provide assistance on behalf of the family until the unit fully complies with HQS, unless the PHA has adopted a policy to enter into a HAP contract for units that fail the initial HQS</p>	<p>Initial Inspection: Existing Housing [24 CFR 983.103(c)]</p> <p>The PHA must inspect and determine that all of the proposed PBV units fully comply with housing quality standards before entering into the HAP contract, unless the PHA has adopted a policy to enter into a HAP contract for units that fail the initial inspection as a result of only non-life-threatening conditions (NLT option), or if the unit passed an alternative inspection, or both. The PHA must establish in its administrative plan the amount of time that may elapse between the</p>	HOTMA HCV Final Rule

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	<p>inspection as a result of only non-life-threatening conditions, or if the unit passed an alternative inspection.</p> <p><u>HACP Policy</u></p> <p>For owners in the Preferred Owners Program, the HACP will accept the City of Pittsburgh’s Certificate of Occupancy for a new unit in lieu of the pre-HAP contract HQS inspection, if the unit is occupied within sixty (60) days of the date listed on the Certificate of Occupancy.</p>	<p>initial inspection of existing housing and execution of a HAP contract for that unit.</p> <p><u>HACP Policy</u></p> <p>The HACP will not provide assistance on behalf of the family until the unit fully complies with housing quality standards.</p> <p>For existing housing, the HAP contract must be executed within ninety (90) calendar days from the initial (pre-) inspection date.</p>	
Chapter 17, 17-III.D.	N/A - new language	<p>Alternative Inspections for Periodic Inspections [24 CFR 983.103(g); Notice PIH 2016-05]</p> <p>In the case of mixed finance properties subject to alternative inspections, the PHA may rely upon an alternative inspection conducted at least triennially to demonstrate compliance with inspection requirements.</p> <p><u>HACP Policy</u></p> <p>The HACP will not rely on alternative inspection standards.</p>	HOTMA HCV Final Rule
Chapter 17, 17-IV.B	N/A - new language	<p>PHA Discretion Not to Use an AHAP [24 CFR 983.154(f)]</p> <p>The PHA may decide not to use an AHAP or execute an AHAP after construction or rehabilitation that complied with applicable requirements of 24 CFR 983.153 has commenced. To do so, the PHA must explain the circumstances (if any) under which the PHA will enter into a PBV HAP contract for newly constructed or rehabilitated housing without first entering into an AHAP and under which the PHA will enter into an AHAP after construction or rehabilitation has commenced.</p>	HOTMA HCV Final Rule

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		<p><u>HACP Policy</u></p> <p>In all PBV construction or rehabilitation, the HACP requires an AHAP to be executed before construction or rehabilitation begins. However, the owner/developer may commence site work before AHAP execution at their own risk, understanding that any work started before the AHAP is in place is not guaranteed funding or approval under the PBV program.</p>	
Chapter 17, 17-VI.D.	N/A - new language	<p>17-VI.D. OWNER-MAINTAINED WAITING LISTS [24 CFR 983.251(c)(7)]</p> <p>When the PHA uses separate waiting lists for individual projects or buildings, the PHA may establish in the administrative plan that owners will maintain the waiting lists.</p> <p>All HCV waiting list administration requirements that apply to the PBV program also apply to owner-maintained waiting lists [24 CFR part 982, subpart E, other than 24 CFR 982.201(e), 982.202(b)(2), and 982.204(d)].</p> <p>Under an owner-maintained waiting list, the owner is responsible for carrying out responsibilities including, but not limited to:</p> <ul style="list-style-type: none">· Processing changes in applicant information;· Removing an applicant’s name from the waiting list;· Opening and closing the waiting list;- If the owner-maintained waiting list is open and additional applicants are needed to fill vacant units, the owner must give public notice in accordance with the requirements of 24 CFR 982.206 and the owner waiting list policy.	HOTMA HCV Final Rule

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		<ul style="list-style-type: none">· Maintaining complete and accurate records as described in 24 CFR 982.158; and· Giving the PHA, HUD, and the Comptroller General full and free access to its offices and records concerning waiting list management, as described in 24 CFR 982.158(c). <p>Applicants already on the PHA’s waiting list (including the tenant-based waiting list) must be permitted to place their names on the project’s waiting list.</p> <p>Applicants may apply directly to the project or request that the PHA refer them to the owner for placement on the project’s waiting list. The PHA must disclose to the applicant all the PBV projects available to the applicant, including the projects’ contact information and other basic information about the project.</p> <p><u>HACP Policy</u></p> <p>The HACP will not establish owner-maintained waiting lists.</p> <p>Owner Waiting List Policy [24 CFR 983.251(c)(7)(i)]</p> <p>The owner must develop and submit to the PHA a written owner waiting list policy that must include:</p> <ul style="list-style-type: none">· Policies and procedures concerning waiting list management and selection of applicants from the project’s waiting list, including any admission preferences;· Procedures for removing applicant names from the waiting list; and· Procedures for closing and reopening the waiting list.	
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		<p>The owner must receive approval from the PHA in accordance with the process established in the PHA’s administrative plan, and the PHA must include the owner’s waiting list policy in the PHA’s administrative plan.</p> <p><u>HACP Policy</u></p> <p>The HACP will not establish owner-maintained waiting lists.</p> <p>Owner-Maintained Waiting List Preferences [24 CFR 983.251(c)(7)(ii)]</p> <p>For any owner-maintained waiting lists, the owner may not give selection preferences to families without prior PHA approval. The PHA will review and approve owner preferences as part of its owner waiting list policy approval process. All owner preferences must be consistent with the PHA Plan. If applicable, the owner must give an absolute preference to eligible families residing in a proposed PBV contract unit on the date the proposal or project is selected by the PHA (“in-place families”) in accordance with 24 CFR 983.251(b).</p> <p>If the project offers services for a particular type of disability, the owner’s preference must be provided to all applicants who qualify for the voluntary services offered in conjunction with the assisted units and may not require families to accept the particular services offered at the project nor require families to provide their own equivalent services if they decline the project’s services. The owner may not grant a preference for persons with specific disabilities. In advertising the project, the owner may advertise the project as offering services for a particular type of disability; however, the preference must be provided to all applicants who qualify for the voluntary services offered in conjunction with the assisted units. The owner is responsible for notifying the family of any determination that the family is not eligible for a preference.</p> <p>Preliminary Eligibility Determinations [24 CFR 983.251(c)(7)(vi)]</p>	
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		<p>At the discretion of the PHA, the owner may make preliminary eligibility determinations for purposes of placing the family on the waiting list and preference eligibility determinations. The PHA may choose to make this determination rather than delegating it to the owner.</p> <p>Once an owner selects the family from the waiting list, the owner refers the family to the PHA which then determines the family’s final program eligibility. The owner may not offer a unit to the family until the PHA determines that the family is eligible for the program.</p> <p><u>HACP Policy</u></p> <p>The HACP will not establish owner-maintained waiting lists.</p> <p>PHA Oversight [24 CFR 983.251(c)(7)(x)]</p> <p>The PHA is responsible for overseeing owner-maintained waiting lists to ensure that they are administered properly and in accordance with program requirements, including, but not limited to, nondiscrimination and equal opportunity requirements under 24 CFR 5.105(a). The PHA must identify in the administrative plan the oversight procedures it will use to ensure these requirements are met.</p> <p><u>HACP Policy</u></p> <p>The HACP will not establish owner-maintained waiting lists.</p>	
Chapter 17, 17-VIII.C	N/A - new language	<p><i>Rent Increase [24 CFR 983.302(b)]</i></p> <p>During the term of the HAP contract, any increase in rent to the owner is effective on the annual anniversary of the HAP contract. A rent increase may occur either through automatic adjustment by an OCAF or as the result of an owner request for a rent increase. The owner does not need to request a rent adjust when a rent increase occurs</p>	HOTMA HCV Final Rule

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		<p>through an OCAF since the PHA redetermines the rent automatically under that option.</p> <p><i>OCAF [24 CFR 983.302(b)(3)]</i></p> <p>If the PHA and owner agree, the HAP contract may provide for rent adjustments using an OCAF established by the HUD pursuant to Section 524(c) of the Multifamily Assisted Housing Reform and Affordability Act of 1997 (MAHRA) at each annual anniversary of the HAP contract and published annually in the <i>Federal Register</i>. Further, the HAP contract may require an additional increase up to an amount determined by the PHA (pursuant to 24 CFR 983.301(b) and (c)) if requested by the owner in writing, periodically during the term of the contract. The HAP contract must require an additional increase up to an amount determined by the PHA at the point of contract extension, pursuant to 24 CFR 983.301(b) and (c), if requested by the owner in writing.</p> <p><u>HACP Policy</u></p> <p>The HACP will allow rent increases by OCAF rather than owner request on a case-by-case basis, including additional increases up to an amount determined by the HACP pursuant to 24 CFR 983.301(b) and (c) if requested by the owner in writing. An owner’s request must be submitted to the HACP one hundred twenty (120) days prior to the anniversary date of the HAP contract and must include the new rent amount the owner is proposing.</p> <p>When the HACP allows for rent increases by OCAF, at the point of contract extension, the contract will require an additional increase up to an amount determined by the HACP if requested by the owner in writing. An owner’s request must be submitted to the HACP one hundred twenty (120) days prior to the anniversary date of the contract extension date and must include the new rent amount the owner is proposing.</p>	
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Chapter 17 & 18, 17-V.C. & 18-IV.B.	N/A - new language	<p><i>The following is applicable to HAP contracts executed or renewed June 6, 2024, or later.</i></p> <p>Enforcement of Housing Quality Standards [24 CFR 983.208(b)]</p> <p>The PHA must vigorously enforce the owner’s obligation to maintain contract units in accordance with housing quality standards. If the owner fails to maintain the dwelling unit in accordance with housing quality standards, the PHA must take enforcement action. The unit is in noncompliance with housing quality standards if:</p> <ul style="list-style-type: none">· The PHA or other inspector authorized by the state or local government determines the unit has housing quality standards deficiencies based upon an inspection;· The agency or inspector notifies the owner in writing of the unit housing quality standards deficiencies; and· The deficiencies are not remedied within the following timeframes:<ul style="list-style-type: none">- For life-threatening deficiencies, the owner must correct the deficiency within 24 hours of notification;- For other deficiencies, the owner must correct the deficiency within 30 calendar days of notification (or any reasonable PHA-approved extension). <p>In the case of a housing quality standards deficiency that the PHA determines is caused by the tenant, any member of the household, or any guest or other person under the tenant’s control, other than any damage resulting from ordinary use, the PHA may waive the owner’s responsibility to remedy the violation. Housing assistance payments to the owner may not be withheld or abated if the owner responsibility has been waived. However, the PHA may terminate assistance to a family because of a housing quality standards breach beyond damage resulting from ordinary use caused by any member of the household or any guest or other person under the tenant’s control, which may result in removing the unit from the HAP contract.</p>	HOTMA HCV Final Rule
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		<p><u>HACP Policy</u></p> <p>The HACP will waive the owner’s responsibility for housing quality standards deficiencies that have been determined to have been caused by the tenant, any member of the household, or any guest or other person under the tenant’s control, to the extent the tenant can be held responsible for ensuring that the deficiencies are corrected: the tenant must take all necessary steps permissible under the lease and state and local law to remedy the deficiency. This may include paying the owner for the cost of the necessary repairs in accordance with the lease.</p> <p>In the case of a housing quality standards deficiency that is caused by fire, natural disaster, or similar extraordinary circumstances, the PHA may permit the owner to undertake substantial improvement in accordance with 24 CFR 983.212. However, so long as the contract unit with deficiencies is occupied, the PHA must withhold or abate housing assistance payments and remove units from or terminate the HAP contract as described in this section.</p> <p>In the case of a project that is undergoing development activity after HAP contract execution, the remedies of 24 CFR 983.208(d) do not apply to units designated as unavailable for occupancy during the period of development activity in accordance with the rider. However, in the case of any contract unit with deficiencies that is occupied, the PHA must withhold or abate housing assistance payments and remove units from or terminate the HAP contract as described in this section.</p>	
Chapter 17 & 18, 17-V.C. & 18-IV.B.	N/A - new language	<p><u>PHA Remedies [24 CFR 983.208(d)]</u></p> <p>The remedies listed below apply when housing quality standards deficiencies are identified as the result of an inspection other than a pre-selection, initial, or turnover inspection. The PHA must identify in its administrative plan the conditions under which it will withhold HAP and the conditions under which it will abate HAP or terminate the HAP contract for units other than the unit with housing quality standards deficiencies.</p>	HOTMA HCV Final Rule

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		<p>HACP POLICY</p> <p>The owner and the family will be notified in writing of the results of all inspections. When an inspection identifies housing quality standards failures, the HACP will determine (1) whether or not the failure is a life-threatening condition and (2) whether the family or owner is responsible.</p> <p>The HACP will not withhold assistance payments upon notification to the owner of the deficiencies.</p> <p>When life-threatening conditions are identified, the HACP will immediately notify both parties by telephone or email. The notice will specify who is responsible for correcting the violation. The corrective actions must be taken within 24 hours of the HACP’s notice.</p> <p>When failures that are not life-threatening are identified, the HACP will send the owner and the family a written notification of the inspection results within five business days of the inspection. The written notice will specify who is responsible for correcting the violation, and the time frame within which the failure must be corrected. Generally, not more than 30 days will be allowed for the correction.</p> <p>If the owner is responsible for correcting the deficiency, the notice of inspection results will inform the owner that if life-threatening conditions are not corrected within 24 hours, and non-life-threatening conditions are not corrected within the specified time frame (or any HACP-approved extension), the owner’s HAP will be abated.</p> <p>Likewise, if the family is responsible for correcting the deficiency, the notice will inform the family that if corrections are not made within the specified time frame (or any HACP-approved extension, if applicable) the family’s assistance will be terminated in accordance with HACP policy (see Chapter 12).</p>	

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Chapter 17 & 18, 17-V.C. & 18-IV.B.	N/A - new language	<p>HAP Withholding [24 CFR 983.208(d)(1)]</p> <p>A PHA may withhold assistance payments for units that have housing quality standards deficiencies once the PHA has notified the owner in writing of the deficiencies. The PHA’s administrative plan must identify the conditions under which the PHA will withhold HAP. In this case, if the unit is brought into compliance during the applicable cure period, the PHA resumes assistance payments and provide assistance payments to cover the time period for which the payments were withheld.</p> <p><u>HACP Policy</u></p> <p>The HACP will not withhold assistance payments upon initial notification to the owner of the deficiencies. However, the HACP will withhold assistance payment if the repairs are not complete during the specified cure period.</p>	
Chapter 19, 19-II.C.	N/A - new language	<p>Minimum Rent [FR Notice 8/13/24]</p> <p>PHAs must consider hardship circumstances before charging a minimum rent in accordance with 24 CFR 5.630(b). The PHA may choose to charge a lower minimum rent (including a minimum rent of \$0) specifically for their VASH program regardless of the minimum rent policies established in their administrative plan for other HCV families.</p> <p><u>HACP Policy</u></p> <p>The HACP will establish a minimum rent of \$0 for VASH families.</p>	HOTMA HCV Final Rule
Chapter 19, 19-IV.F.	N/A - new language	<p>19-IV.F. VOUCHER ISSUANCE</p> <p>Initial Search Term [Notice PIH 2024-30]</p> <p>For Mainstream vouchers, HUD waived 24 CFR 982.303(a), which requires an initial search term of at least 60 days, and established an alternative requirement that the initial search term for a Mainstream</p>	Mainstream PIH Notice

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		<p>voucher be at least 120 days. The initial 120-day term also applies when a family chooses to move to a new unit with continued assistance inside or outside the PHA’s jurisdiction. When issuing a Mainstream voucher, the PHA also must provide a current listing of available accessible units known to the PHA and, if necessary, otherwise assist the family in identifying an accessible unit.</p> <p><u>HACP Policy</u></p> <p>The initial voucher term for all Mainstream vouchers, including those issued when a family wishes to exercise portability, will be one hundred twenty (120) days.</p> <p>Voucher Extension [Notice PIH 2024-30]</p> <p>The PHA’s administrative plan must describe the PHA’s policies for granting extensions to the initial 120-day voucher term and provide clear instructions to families on the procedures for requesting an extension. If a family requires additional time, the PHA is required to provide an extension as a reasonable accommodation.</p> <p>PHAs must adopt an extension policy for Mainstream vouchers that includes the following:</p> <p>Each extension must be for a minimum of ninety (90) days;</p> <p>The PHA must approve the first extension request, regardless of how the request is made (written or verbal) or when it is made, as long as the request is made on or before the expiration date of the voucher and is consistent with applicable requirements (subsequent requests should be processed in accordance with the PHA’s administrative plan); and</p>	
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		<p>The PHA must, on at least one (1) occasion after voucher issuance, notify the family prior to the expiration of the initial term to remind them of the expiration date, the process for requesting an extension, and to inquire if the family is in need of assistance with their housing search.</p> <p>As part of its search extension policy, the PHA may not restrict a first extension approval to certain circumstances or require documentation from applicants. For all extension requests, a written or verbal request is sufficient. In providing notice to families of the expiration date and extension request process, PHAs must ensure effective communication with persons with disabilities, including those with vision, hearing, speech, intellectual or other developmental disabilities, or any other communication-related disabilities. PHAs must approve all extensions made as a reasonable accommodation, and PHAs must provide this information during the family briefing.</p> <p><u>HACP Policy</u></p> <p>At least thirty (30) days prior to the expiration of the initial term of the voucher, the HACP will contact the family to remind them of the expiration date of their voucher, the process for requesting an extension, and to inquire if the family needs assistance with their housing search. Depending on the family’s preferred method of communication, the HACP may contact the family via telephone, text message, email, or other accessible communication method. The HACP will ensure effective communication with persons with disabilities, including those with vision, hearing, speech, intellectual or other developmental disabilities, or any other communication-related disabilities.</p>	
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		Families may request an extension, either orally or in writing, at any time prior to the expiration of the family’s voucher. All requests for extensions will automatically be granted without the requirement for the family to provide documentation. The initial extension period will be for ninety (90) days. If the family requires additional extensions beyond ninety (90) days, the family may request additional extensions, either orally or in writing, at any time prior to the expiration of the extended voucher term. All subsequent extensions will also be for a period of ninety (90) days and will not require the family to meet certain circumstances or provide documentation. Each time the family requests an extension, the PHA will inquire if the family needs assistance with their housing search and will provide a current listing of available accessible units known to the HACP.	
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