

SUMMARY OF PUBLIC HOUSING ADMISSIONS & CONTINUED OCCUPANCY POLICY CHANGES
08/20/2021

Page	Section	Policy Area(s)	Current Policy	Proposed Amended Policy
2	Intro	Intro	<ul style="list-style-type: none"> Not included in current policy 	<p>HHA entered into a Moving to Work (MTW) Amendment to the Annual Contributions with the United States Department of Housing and Urban Development (“HUD”). This MTW designation allows HHA to design and test innovative methods of providing housing and delivering services to low-income households in an efficient and effective manner.</p> <p>HHA’s participation in the expansion of the MTW demonstration is governed by the MTW Operations Notice for the Expansion of the Moving to Work Demonstration as it is issued as it and may be amended in the future, or any successor notice issued by HUD. As a participant in the MTW demonstration, HHA must operate in accordance with the express terms and conditions set forth in the MTW Operations Notice</p> <p>The term of the amendment is for 20 years from the beginning of the HHA’s first full fiscal year following execution by HHA and HUD; or, until termination of the MTW amendment to the ACC, whichever is sooner.</p> <p>HHA is exempted from specific provisions of the Housing Act of 1937 (“the Act”) and its implementing regulations as specified in the MTW Operations Notice; however, HHA remains subject to all other applicable requirements including, but not limited to, those in Title 24 of the Code of Federal Regulations and Title 42 of the U.S. Code, Appropriations Acts.</p>

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6-7	6 - f	Applicant's Right to Informal Hearing	<ul style="list-style-type: none"> HHA is currently utilizing temporary guidelines which are provided in Attachment A and are accessible at: http://www.housingforhouston.com/media/59975/houston%20housing%20authority%20remote%20hearing%20guidelines%20with%20hha%20letterhead 	<ul style="list-style-type: none"> HHA is currently utilizing temporary informal hearing guidelines as provided in Attachment A of this ACOP. Forms to request an informal hearing can be found on HHA's website at www.housingforhouston.com
10	G – 1b	Applicant Screening Criteria	<ul style="list-style-type: none"> Applicants who owe money to HHA or any other housing authority will not be placed on the waiting list until their debt is paid in full 	<ul style="list-style-type: none"> Applicants who owe money to HHA or another housing authority will be informed of the debt, in writing, and given 10 business days from the date of the notice to provide verification of payment of the debt in full. Failure to provide verification that the debt was paid in full will result in an ineligible determination.
14	III - A	Organizing the Applicant Waiting List	<ul style="list-style-type: none"> HHA will maintain a centralized waiting list format that records the type and size of apartment needed, each applicant's priority/preference status, the application number, and the race and ethnicity of the household head 	<ul style="list-style-type: none"> HHA will maintain site-based waiting lists which include the type and size of apartment needed, each applicant's priority/preference status, the application number, and the race and ethnicity of the household head.
15	B - 6	Making Unit Offers to Transferees and Applicants	<ul style="list-style-type: none"> All offers will be made in writing. Applicant will be given 14 business days from the date reflected on the letter, to contact the property or appear for a lease meeting to determine eligibility. 	<ul style="list-style-type: none"> All offers will be made in writing. Applicant will be given 15 business days from the date reflected on the letter, to contact the property or appear for a lease meeting to determine eligibility.
	B - 7		<ul style="list-style-type: none"> The applicant must accept any apartment offered within 2 business days of the later of: <u>The date the offer is communicated (by phone, mail, or the method of communication designated by an applicant with disabilities); or</u> <u>b. The date they are shown the apartment</u> 	<ul style="list-style-type: none"> The applicant must accept any apartment offered within 2 business days of the later of: <u>The date the offer is communicated (by phone, mail, or the method of communication designated by an applicant with disabilities);</u> Where the unit offer is sent via UA mail, the date of offer is presumed to be 3 business days from the date of the letter. Where the unit offer is sent via email or by phone,

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				<p>the unit offer is presumed to be made on the date of the email or phone call.</p> <ul style="list-style-type: none"> • <u>The date they are shown the apartment</u>
18	G	Community Service	<ul style="list-style-type: none"> • Community Service is defined as the performance of unpaid voluntary work or duties that are a public benefit. Federal regulations established community service requirements to engage eligible public housing tenants in rewarding activities offering opportunities to acquire work experience and/or benefit the overall community. Adult tenants deemed by management as non-exempt will be required to report the completion of eight (8) hours of community service, participation in a Self-Sufficiency program, each month. Management will comply with the following terms to implement and enforce • community service requirements: • Management shall provide written notice to all adult residents informing them of community service and self-sufficiency requirements. The notification must alert residents of their • requirement determination that indicates if they are exempt or non-exempt; along with actions that are needed for the tenant to comply. • (Delete the current policy & procedures on pages 18 to 20) 	<ul style="list-style-type: none"> • The following text was included in red font at the beginning of the policy section for Community Service: • “Due to the COVID 19 Pandemic, Community Service Self-Sufficiency Requirements have been suspended until April 30, 2022. Further details on the suspension can be found in Section XVI. HHA’s Adoption of HUD’s Across-the-Board Waivers Due to COVID-19 of this ACOP.”
20	V.	Determining Income and Rent	<ul style="list-style-type: none"> • Not currently in the ACOP 	<ul style="list-style-type: none"> • HHA has been designated by the United States Department of Housing and Urban Development (HUD) as a Moving to Work (MTW) agency. Subsequent to HHA’s MTW designation, HHA is required to implement rent reform per HHA’s HUD approved MTW application.

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				HHA, upon finalizing the rent reform initiative, will modify this Plan to reflect its rent reform policies.
54	XVI	HHA's Adoption of HUD's Across the Board Waivers Due to COVID-19	<ul style="list-style-type: none"> • Not currently in the ACOP 	<ul style="list-style-type: none"> • Due to the ongoing impact of the COVID-19 pandemic, shelter in place orders and many organizations having limited operations or volunteer opportunities, HUD is waiving the CSSR requirement and suspending enforcement of the CSSR in an effort to help prevent further spread of COVID-19. This suspension is effective for all adult residents of public housing and is not discretionary for PHAs. During the period that the CSSR is suspended under this waiver, HHA must not evaluate an individual's compliance with CSSR at their annual reexamination that becomes effective during the availability period. This waiver is effective for all annual reexaminations completed between the May 4, 2021 through April 30, 2022. Where HHA had previously adopted the CARES Act Community Service waiver, PH-5, this change does not affect HHA's prior implementation of waiver PH-5 on CSSR.