



ADMINISTRATIVE PLAN REVISION- ELIMINATING CHAPTER 18 FAMILY SELF SUFFICIENCY (FSS) PROGRAM ACTION PLAN AND ADOPTING SEPARATE INDEPENDENT FSS ACTION PLAN

Housing Authority
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Administrative Plan

- The Administrative Plan is the major policy document for the Housing Choice Voucher Program
- The Family Self Sufficiency (FSS) Action Plan is currently part of the Administrative Plan as Chapter 18
- Revisions to the Administrative Plan are reviewed and adopted through the public meeting process

HUD Guidance – FSS Program

- On May 16, 2022, the Department of Housing and Urban Development (HUD) published the FSS Final Rule and made changes to Title 24 of the Code of Federal Regulations Part 984 – Family Self-Sufficiency Programs.
- All FSS programs must submit an updated FSS Action Plan by September 30, 2022.
- The changes to the FSS Action Plan are substantive and should now be adopted as a document separate and independent from the Administrative Plan

FSS Background

- FSS is a voluntary program that serves families in the Housing Choice Voucher program.
- The FSS program provides a financial incentive to participants in the form of an escrow savings account that increases as residents' earnings increase.
- FSS provides case management to help families access resources and services that help them overcome barriers to employment and achieve goals.

FSS Action Plan Policy

- Revisions permit any adult household member, not only the voucher head of household, to enroll in the program and eliminates regulations that were potential barriers to program graduation.

FSS Action Plan Policy

Other changes include but not are not limited to the following:

- Program Coordinating Committee (PCC) requirements
- Family selection criteria procedures
- Enrollment and eligibility
- Contract of Participation
- Definition of suitable employment
- Services to be coordinated
- Escrow account calculations
- Income reporting guidance
- Accounting for Escrow
- Escrow Disbursement
- Extensions
- Graduations
- Portability
- Reporting and Monitoring

Analysis

- The new FSS Program Action Plan must be submitted to HUD for review and approval by September 30, 2022.
- The current FSS Action Plan in Chapter 18 of the Administrative Plan is being replaced by a separate independent FSS Action Plan that incorporates the changes in the FSS Final Rule dated May 16, 2022 and in Title 24 of the Code of Federal Regulations Part 984.

Recommendation

It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, adopt the revisions to the Housing Choice Voucher Program Administrative Plan eliminating Chapter 18 – Family Self Sufficiency (FSS) Program Action Plan and adopting the separate independent FSS Action Plan dated August 22, 2022 that incorporates the substantive changes issued by HUD in the FSS Final Rule dated May 16, 2022, and in Title 24 of the Code of Federal Regulations Part 984.