

Summary of April 24, 2017 Revision of the Housing Choice Voucher Program Administrative Plan

Chapter	Revisions
<p>Chapter 4: Applications, Waiting List and Tenant Selection</p>	<p>Part 4-III.C, Selection Method. Add language to describe the Housing Authority's Limited Preference for Families Experiencing Homelessness. (changes in <i>bold, italics</i>).</p> <p>4-III.C. SELECTION METHOD</p> <p>PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use [24 CFR 982.202(d)].</p> <p>Local Preferences [24 CFR 982.207; HCV p. 4-16]</p> <p>PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.</p> <p><u>PHA Policy</u></p> <p>The PHA will offer a preference to any family that has been terminated from its HCV program due to insufficient program funding. The preference will be in effect for three years from the termination date.</p> <p><i>Limited Preference for Families Experiencing Homelessness</i></p> <p><i>Twenty-four (24) vouchers are targeted for limited preferences for families engaged in homeless assistance programs and/or initiatives in the City of Santa Rosa. These vouchers will be issued based on referrals from agencies participating in the Sonoma County Continuum of Care and that have adopted a Housing First model of homeless services programming.</i></p> <p>Income Targeting Requirement [24 CFR 982.201(b)(2)]</p> <p>HUD requires that extremely low-income (ELI) families make up at least 75% of the families admitted to the HCV program during the PHA's fiscal year. ELI families are those with annual incomes at or below 30% of the area median income. To ensure this requirement is met, a PHA may skip non-ELI families on the waiting list in order to select an ELI family.</p> <p>Low income families admitted to the program that are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary termination of an insurance contract on eligible low-income housing, are not counted for income targeting purposes [24 CFR 982.201(b)(2)(v)].</p> <p><u>PHA Policy</u></p> <p>The PHA will monitor progress in meeting the ELI requirement throughout the fiscal year. Extremely low-income families will be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met.</p>

Order of Selection

The PHA system of preferences may select families either according to the date and time of application, or by a random selection process [24 CFR 982.207(c)]. When selecting families from the waiting list PHAs are required to use targeted funding to assist only those families who meet the specified criteria, and PHAs are not permitted to skip down the waiting list to a family that it can afford to subsidize when there are not sufficient funds to subsidize the family at the top of the waiting list [24 CFR 982.204(d) and (e)].

PHA Policy

Families will be selected from the waiting list in numerical order based on the numbers that were assigned to each application, by lottery, at the time the applications were placed on the waiting list.

Families that qualify for a specified category of program funding (targeted funding) may be selected from the waiting list ahead of higher placed families that do not qualify for the targeted funding.

The HUD-VASH waiting list is managed and administered by the VA.

The waiting list may be open to families qualifying for the Limited Preference for Homeless Families at any time.