



Housing Choice Voucher Program Administrative Plan: Revisions Required Under HOTMA

Housing Authority Meeting
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Housing Choice Voucher (HCV) Program Overview

- Primary rental assistance program under Department of Housing and Urban Development (HUD)
- Administered by local Public Housing Authorities (PHA) operating under contract with HUD
- Santa Rosa Housing Authority is contracted to administer 1,925 HCVs

HCV Program Regulations

- Code of Federal Regulations (CFR) Part 24 outlines chief requirements of the HCV program
- Additional guidance appears in Public and Indian Housing (PIH) Notices
- Discretionary policies are determined by the Housing Authority Board of Commissioners and outlined in the local Administrative Plan

HCV Administrative Plan

- The Administrative Plan must be adopted by the Housing Authority Board of Commissioners at a public meeting
- Changes to the Administrative Plan may be specific to a certain subject and affect only parts of the Administrative Plan
- Regulation changes required under the implementation of the Housing Opportunity Through Modernization Act of 2016 affect the entire Administrative Plan

HOTMA Changes

- The Housing Opportunity Through Modernization Act of 2016 (HOTMA) makes significant changes to the HCV program
 - Annual Income Definition and Exclusions
 - Net Family Assets
 - Calculation of Income
 - Mandatory and Permissive Deductions
 - Hardship Exemption for Deductions
 - Self Certification of Assets
 - Interim Reexaminations
 - Verifications

Related Changes

- Housing Quality Standards (HQS) inspection standards will be replaced by the National Standards for the Physical Inspection of Real Estate (NSPIRE)
- Family data and financial data reporting systems will each be replaced and merged into a new single system

HOTMA Transition

- Per HUD Notice, “Once a PHA is ready to transition to the HOTMA rules, it must do so in all affected areas.”
- Transition must be complete no later than December 31, 2024
- The Administrative Plan changes constitute a significant amendment to the Annual PHA Plan currently open for public comment
- Planned effective transition date July 1, 2024

Additional Changes

- Updates to language and additional requirements for various Notices and Final Rules
- Other modifications to reflect industry best practices, ensure content is current, clear and user-friendly

Plan for Review and Adoption

- Plan is currently open for Public Comment
- Public Hearing will be held March 25, 2024, at Housing Authority meeting
- Administrative Plan will be adopted at March meeting with changes effective July 1, 2024