



**REVISIONS TO HOUSING CHOICE VOUCHER  
PROGRAM ADMINISTRATIVE PLAN TO FURTHER  
CLARIFY HOTMA CHANGES AND UPDATE TO  
REFLECT OTHER RECENT HUD GUIDANCE**

March 23, 3036

# Background

## The Administrative Plan

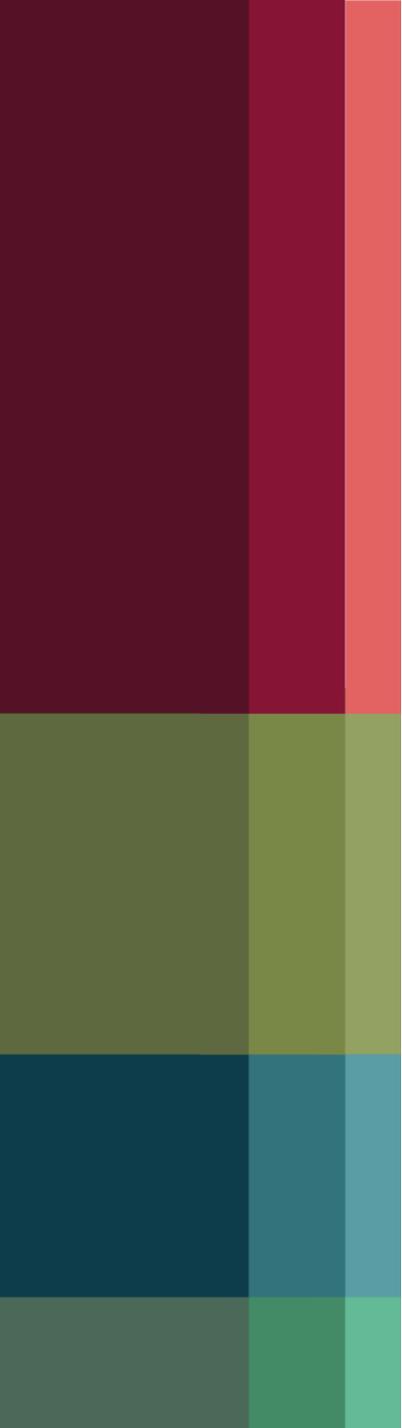
- The Administrative Plan is the major policy document for the Housing Choice Voucher (HCV) Programs and must be reviewed and adopted at a public meeting.
- The Administrative Plan adopted July 28, 2025, needs updates to clarify certain policies and add language related to new guidance from the Department of Housing and Urban Development (HUD).

# Analysis

- Most changes in this Administrative Plan are related to HUD guidance that has been released since July 2025 and update the federal references in the plan.
- The changes generally do not mean that policies or practices in the administration of the HCV programs has changed for the Santa Rosa Housing Authority.
- The other significant changes are to clarify income inclusions and exclusions related to HOTMA and revise the flow of information to make it easier to understand.

# Recommendation

The Department of Housing and Community Services recommends that the Housing Authority, by resolution, adopt changes to the Housing Choice Voucher Program Administrative Plan to clarify regulatory changes under the Housing Opportunity Through Modernization Act of 2016 (HOTMA) and update for other recent Department of Housing and Urban Development (HUD) policy changes and guidance.



**Questions?**