

ADMINISTRATIVE PLAN REVISIONS FOR 2017

Summary of Changes by Chapter: *(Strike through version is available online: www.ochousing.org)*

1. Overview of the Program and Plan

- No changes

2. Fair Housing and Equal Opportunity

- No changes

3. Eligibility

- No changes

4. Applications, Waiting List, and Tenant Selection (pages 10 and 11)

- 4-II.E. – Reporting Changes in Family Circumstances: Inserted “income”.
- 4-III.C. – Selection method: Revised the following selected paragraphs under "Homeless Individuals and Families who meet specific eligibility criteria" to read as follows:

In addition to targeted programs to assist over 600 homeless veteran (VASH) households and more than 600 disabled homeless households (Continuum of Care Permanent Supportive Housing Program), OCHA has created a preference to assist homeless persons using regular HCV funding. Under this preference category, OCHA may issue up to 35% of turnover Housing Choice Vouchers annually (currently 210) to households and applicants that qualify under one of the following three categories:

Families Transitioning (moving-up) From Continuum of Care (CoC) Permanent Supportive Housing (PSH) Program projects:

Up to 50 applicants that are current participants in good standing in OCHA’s Continuum of Care Permanent Supportive Housing Program projects who are no longer in need of the level of supportive services provided and have been identified by OCHA’s supportive services partner agencies as such.

Up to 60 homeless, or formerly homeless persons and families transitioning from the Tenant Based Rental Assistance Program or CoC PSH Program projects, referred via the CoC Coordinated Entry System by partner agencies under contract or Memorandum of Understanding with OCHA, and/or other homeless initiatives. The referring agency must certify the homeless or housing status of those referred. Additionally, families already on the waiting list who declare themselves homeless, but not referred by partner agencies, must provide certification from a government organization or other organization that is qualified to determine homelessness or housing status. The number of families who can qualify for this preference will be limited to a number as annually determined by the Housing Authority.

Should the CoC determine a need for OCHA to increase the annual homeless preference percentage, OCHA, at its discretion may increase the percentage to 50%, if funding is available and program performance support an increase. 50% could equate to approximately 300 vouchers per year. OCHA reserves the right to readjust the targeted number of Vouchers dedicated to each of the above categories based on turnover, funding, business or community needs, not to exceed 50% of all annual turnover Vouchers.

5. Briefings and Voucher Issuance

- No changes

6. Income and Subsidy Determinations

- No changes

7. Verification

- No changes

8. Housing Quality Standards and Rent Reasonableness Determinations (pages 3, 4 and 9)

- 8-I.C. – Life Threatening Conditions (24 CFR 982.404(A): Removed “utilities not in service, including no running hot water” and removed “necessary appliances not working or not present.”
- 8-II.F. – Inspection Results and Re-Inspections for Units Under HAP Contract: Removed “except for shared housing.”

9. General Leasing Policies

- No changes

10. Moving with Continued Assistance and Portability (pages 7, 9, 10, 12, and 13)

- 10-I.C. – Moving Process: Inserted “in the event OCHA receives timely written notice from the landlord of the former assisted unit that a family owes unpaid rent and/or unpaid damages, OCHA may place the voucher on hold for up to 60 days for the matter to be resolved. If the matter is unresolved and OCHA determines the unpaid rent and/or unpaid damages are program violations, OCHA may terminate the family’s assistance”.
- 10-II.B. – OCHA as Initial PHA: Revised to read “for families approved to move under portability, OCHA will issue a voucher or use the existing voucher to port-out within 15 calendar days of HAP contract termination date. The total term of the voucher will be 120 days (see Chapter 5)”.
- 10-II.C. – OCHA as the Receiving PHA: Inserted under “Briefing”, “as a courtesy, OCHA will provide a listing of landlords known to the PHA who may be willing to lease a unit to the family” and inserted under “Change in Billing Amount”, “voucher extension”.
- 10-III.A. – Mobility: Inserted “and Santa Ana” multiple times.

11. Re-Examinations

- No changes

12. Terminations of Assistance and Tenancy

- No changes

13. Owners

- No changes

14. Program Integrity

- No changes

15. Special Housing Types

- No changes

16. Program Administration

- No changes

17. Project-Based Vouchers (page 29)

- 17-VIII.B. – Rent Limits: Inserted “OCHA will only consider requests for rent increases annually at the anniversary date of the HAP Contract”, “must” multiple times, and “late requests for rent increases will be denied.”

18. Family Self Sufficiency Program

- No changes

19. Family Unification Program (page 2)

- 19-I.B. – Eligibility: Revised to read “however, in conformance with HUD PIH Notice 2016-01, OCHA was selected to participate in an FUP/FSS demonstration, which extends the period of time otherwise eligible FUP youth may receive assistance up to five (5) years commensurate with the length of an FSS contract”.

20. Shelter Plus Care Program

- Removed chapter.

21. Non-Elderly Disabled Housing

- No changes

22. Veterans Affairs Supportive Housing

- No changes