

Clermont Metropolitan Housing Authority (CMHA)
Public Housing
Admissions & Continued Occupancy Policy (ACOP)
Summary of Changes
10/1/2020 to 9/30/2021

1) Reopening the Waiting List Page 4 – 7

Current: The PHA will give public notice by publishing relevant information in suitable media outlines including, but not limited to: Community Press Newspaper & Posting on the website.

Amended: The PHA will give public notice by publishing relevant information in suitable media outlines including, but not limited to: One Local Newspaper & Posting on the PHA Website.

2) Selection Method Local Preferences (24 CFR 960.206) 4-III B. 4-13

Current: The PHA will work with the following partnering service agencies:

(Insert name(s) of agencies)

Amended: The PHA will work with the following partnering service agencies:

YWCA, James Sauls Shelter, House of Peace and Greater Cincinnati Behavioral Health Services (GCBHS)

3) Minimum Rent (Chapter 6), Section 6.III.A, pages 6-46 through 6-53.

Current: The minimum rent for this locality is \$0.

Amended: The minimum rent for this locality is \$50. This will become effective on the first annual re-examination on or after 1/1/2021.

4) Payments Under the Lease (Chapter 8) Section 8.I.F, Late fees and Non-Payment, page 8-8.

Current: Late fees are \$20. **Amended:** Late fees are \$25.

Current: return check fee is \$20 **Amended:** return check fee is \$15.

5) Interim Policy Changes (Chapter 9), Sections 9.III. B-D, pages 9-11 through 9-15.

Current: Changes in household composition and changes in household income must be reported in writing to CMHA within 10 business days.

Amended: Changes in household composition and changes in household income must be reported in writing to CMHA within 30 business days.

6) Required transfers, (Chapter 12) Section 12.II.B, page 12-4.

Current: When a non-accessible unit becomes available, the PHA will transfer a family living in an accessible unit that does not require the accessible features, to an available unit that is not accessible. The PHA may wait until a disabled resident requires the accessible unit before transferring the family that does not require the accessible features out of the accessible unit.

Amended: When a non-accessible unit becomes available, the PHA will transfer a family living in an accessible unit that does not require the accessible features, to an available unit that is not accessible. The PHA may wait until a disabled resident or applicant with a mobility impairment requires the accessible unit before transferring the family that does not require the accessible features out of the accessible unit. The family living in the accessible unit will be transferred to a

non-accessible unit within 30 days when a disabled resident or applicant with a mobility impairment requires the accessible unit.

7) Tenant Chooses to Terminate the Lease, (Chapter 13) Section 13.I.A, page 13-2.

Current: If a family desires to move and terminate their tenancy with the PHA, they must give at least 30 calendar days advance written notice to the PHA of their intent to vacate. When a family gives less than 30 days written notice due to circumstances beyond their control, the PHA, at its discretion, may waive the 30-day requirement.

Amended: If a family desires to move and terminate their tenancy with the PHA, they must give at least 30 calendar days advance written notice to the PHA of their intent to vacate. When a family gives less than 30 days written notice due to circumstances beyond their control, the PHA, at its discretion, may waive the 30-day requirement. If the family vacates without a 30 day written notice, the current month's rent will be charged with any other rent due and damages that occurred before the dwelling unit was determined to be vacated by the Authority.

Hold over Clause: If the tenant has given notice to move and then fails to vacate the property, eviction proceeding may be initiated.

8) Streamline Voluntary Compliance

Current: No Current information in the ACOP. This is being added.

Amended: Streamlined Voluntary Conversions of Last Remaining Projects of Small Public Housing Agencies Section 22 of the United States Housing Act of 1937 and its implementing regulations at 24 CFR part 972, subpart B, authorize Public Housing Agencies (PHAs) to convert public housing to tenant-based assistance. HUD is authorized under Section 22(b)(3) to waive the conversion assessment or require a streamlined conversion assessment for "any public housing project or class of public housing projects." Conversion to Housing Choice Vouchers (HCVs) gives small PHAs greater flexibility to respond to local needs, allows them to pursue private financing, and provides greater housing choice and mobility to assisted households. Section 22(c) permits PHAs to convert a Section 9 public housing project (or portion thereof) to HCV assistance if the PHA demonstrates conversion 1) is not more expensive than continuing to operate as public housing; 2) principally benefits residents, the PHA, and the community; and 3) has no adverse effect on the availability of affordable housing in the community.

If a project continues to operate as rental housing, the PHA (or subsequent owner) must allow the families to remain in their units using the HCV in the form of tenant-based assistance (24 CFR 972.230(g)(ii)(E)). If a PHA plans to project-base a property in accordance with the Section 8 project-based voucher (PBV) program, all applicable PBV program requirements apply.

Because section 22(d)(4)(C) of the 1937 Act requires that families be provided with the option to remain in their unit using tenant-based HCV assistance when a property will be used as housing after conversion, in order to provide project-based (PBV) assistance at a property as part of or immediately after conversion, families must voluntarily consent to the PBV assistance. Tenant consent means a family, after being fully informed of its options, voluntarily giving up the ability to receive a tenant-based HCV voucher (that it could use at the property or off-site in the private market) in order to be assisted under a PBV contract at the property.

The informed and voluntary consent a family gives is to forego tenant-based HCV assistance (for use at the property or in the private market). If a family fails to consent to the PBV assistance and chooses to remain using tenant-based HCV assistance, that family's unit is excluded from the PBV HAP until the family moves out or consents to switching to PBV assistance.

environmental review conducted under 24 CFR 6 Note that three HOTMA exceptions may apply

- (1) a percentage cap exception where public housing units approved for conversion may not count toward the PBV program unit limitation (PHA-wide);
- (2) an exception to the income-mixing requirement where public housing units approved for conversion may not count toward the required project PBV cap; and
- (3) a competitive process exception where a PHA may be able to attach PBVs without following a competitive process to a former Section 9 public housing project in which it has an ownership interest or over which it has control, and for which the PHA is engaged in an initiative to improve, develop, or replace the public housing property or site.

The PHA may not demolish or dispose of units or property until completion of the environmental review. See 24 CFR 972.212(b). PHAs are responsible for providing to the Responsible Entity or local Office of Public Housing (Field Office) a full description of the activities (including relocations, demolition, disposition and planned future use as described in response to section 4(E)) to comply with aggregation requirements. Site re-use is not limited to future actions by the PHA, but encompasses future re-use, including use of the project as rental housing after conversion. Even if there are no planned physical alterations and the project is categorically excluded from the National Environmental Policy Act (NEPA), a Categorical Exclusion (CE) environmental review addressing related environmental laws and authorities in Sections 58.5 and 58.6 or 50.4 needs to be completed. It is possible the environmental review may reveal risks or circumstances that do not allow for approval of the conversion plan.