

**Clermont Metropolitan Housing Authority (CMHA)
Housing Choice Voucher (HCV) Administrative Plan
Summary of Changes 10/01/2021 to 9/30/2022**

1) Previous Behavior in Assisted Housing [24 CFR 982.552 (c)] page 3-26

Current: The PHA will deny assistance to an applicant family if: any PHA has ever terminated assistance under the program for any member of the family.

Amended: The PHA will deny assistance to an applicant family if: any PHA has terminated assistance under the program for any member of the family in the last 5 years.

2) Local Preferences [24 CFR 982.207; HCV p 4-12]

Current: Currently agency not listed, this will be an addition.

Amended: Add CMHA will accept up to 20 referrals a calendar year from Brightview Health to provide housing opportunities to homeless families in Clermont County. ** (85 Pts)

3) Imputing Income from Assets [24 CFR 5.609(b)(3), Notice PIH 2012-29] page 6-28

Current: The PHA will initially set the imputed asset passbook rate at the national rate established by the Federal Department Insurance Corporation (FDIC). The PHA will review the passbook rate annually in December. The rate will not be adjusted unless the current PHA rate is no longer within the 0.75 percent of the national rate. If it is no longer within 0.75 percent of the national rate, the passbook rate will be set at the current national rate. The effective date of the changes to the passbook rate will take effect on February 1 following the December review.

Amended: The PHA will initially set the imputed asset passbook rate at zero percent. The PHA will review the passbook rate annually in December. If the national rate is at or below 0.75 percent, the PHA will continue to use zero percent. If the national rate exceeds 0.75 percent at the time of the annual review, the PHA will adjust the rate to the current national rate.

4) Life Threatening Conditions [24 CFR 982.404 (a); FR Notice 1/18/17] page 8-6.

Current: The following are considered life-threatening conditions:

Inoperable smoke detectors

Amended: The following are considered life-threatening conditions:

Inoperable or missing smoke detectors

5) Biennial HQS Inspections [24 CFR 982.405 & 982.406; PIH 2016-05] page 8-13

Current: PHA policy, each unit under HAP contract must be inspected within 12 months of the last full HQS inspection.

Amended: PHA policy, each unit under HAP contract must be inspected within 24 months of the last full HQS inspection. If a unit is found to have a life-threatening HQS fail item or if more than one substantiated complaint is made, the owner may be required to participate in annual inspections for all units in their portfolio for 24 months before being permitted to return to biennial inspections. This does not apply to life-threatening HQS fails caused by tenants. The PHA reserves the right to require annual inspections of any owner at any time.

6) HAP Contract Termination, page 8-16

Current: the maximum length of time that HAP may be abated is 60 days.

Amended: the maximum length of time that HAP may be abated is 90 days.

7) Self-Certification-not currently in Administrative Plan, page 8-15 to 8-16

Current: not currently in the plan.

Amended: Add Self-Certification. The PHA can accept self-certification for landlord only responsible repairs for non-life-threatening conditions discovered during annual and biennial inspections. Self-certification does not apply to tenant failed items. Self-certification documentation must be submitted prior to the deadline for repairs. Self-certification allows the owner to notify the office via email or fax that failed items have been corrected so a physical re-inspection is not necessary. To use the self-certification process, the owner must email the Inspection Department and submit a signed work order, invoice from contractor and/or picture of the corrected item. The Inspector will review the information submitted and determine if the items have passed or failed. If the documentation is sufficient to deem that the repair has been completed, no other information is needed. If the self-certification is not sufficient to deem the repair has been completed, the Inspector can decide to either schedule a physical inspection of the unit or issue a Notification of Abatement.

8) Allowable Moves, page 10-1

Current: If the family and the owner mutually agree to terminate the lease for the family's unit, the family must give the PHA a copy of the termination agreement.

Amended: If the family and the owner mutually agree to terminate the lease for the family's unit, the family must complete and return the Mutual Termination Agreement form to the PHA signed by both parties. As party to the HAP contract, the PHA may reject any such mutual termination requested in the first year of a lease.

9) Additional Project Based Units [FR Notice 1/18/17; PIH 2017-21] page 17-3

Current: The PHA will not set aside units above 20 percent program limit.

Amended: The PHA may set aside units above 20 percent program limit.

10) Units Not Subject to the PBV Program Limitation [FR Notice 1/18/17; PIH 2017-21 Pg 17-4

Current: The PHA will not project-base any units not subject to the 20 percent cap.

Amended: The PHA may project-base any units not subject to the 20 percent cap.

11) Solicitation and Selection of PBV Proposals [24 CFR 983.51 (c)]

PHA Request for Proposals for Rehabilitated and Newly Constructed Units page 17-7

PHA Requests for Proposals for Existing Housing Units, page 17-8

PHA Selection of Proposals Subject to Previous Competition under a Federal, State, or Local Housing Assistance Program, page 17-9

Current: The PHA will publish its advertisement in the newspaper and trade journals mentioned above for at least one day per week for three consecutive weeks.

Proposals will be due in the PHA office by close of business 30 calendar days from the date of the last publication.

Amended: The PHA will publish its advertisement in the newspaper and trade journals mentioned above for at least one day per week for two consecutive weeks.

Proposals will be due in the PHA office by close of business 30 calendar days from the date of the first publication.

12) PHA Notice of Owner Selection [24 CFR 983.51 (d)] page 17-11

Current: In addition, the PHA will publish its notice for selection of PBV proposals for two consecutive days in the same newspapers and trade journals the PHA used to solicit the proposals.

Amended: In addition, the PHA will publish its notice for selection of PBV proposals for two consecutive weeks in the same newspapers and trade journals the PHA used to solicit the proposals.

13) Exceptions to 25 percent per Project Cap (FR Notice 1/18/17, PIH 2017-21] page 17-14

Current: Exempted units will be limited to units for elderly families.

Amended: Exempted units will be limited to units identified by HOTMA provisions.

14) Promoting Partially Assisted Projects [24 CFR 983.56 (c)] page 17-15

Current: Exempted units will be limited to units for elderly families.

Amended: Exempted units will be limited to units identified by HOTMA provisions.

15) Execution of the Agreement [24 CFR 983.153, FR Notice 11/24/08] page 17-23

Current: The PHA will enter into the Agreement with the owner within 10 business days of receiving both environmental approval and notice that subsidy layering requirements have been met, and before construction or rehabilitation work is started.

Amended: The PHA will enter into the Agreement with the owner within 30 business days of receiving both environmental approval and notice that subsidy layering requirements have been met, and before construction or rehabilitation work is started.

16) Execution of the HAP Contract [24 CFR 983.204] page 17-27

Current: For existing housing, the HAP contract will be executed within 10 business days of the PHA determining that all units pass HQS. For rehabilitated or newly constructed housing, the HAP contract will be executed within 10 business of the PHA determining that the units have been completed in accordance with the agreement to enter into the HAP, all units meet HQS, and the owner has submitted all required evidence of completion.

Amended: For existing housing, the HAP contract will be executed within 30 business days of the PHA determining that all units pass HQS. For rehabilitated or newly constructed housing, the HAP contract will be executed within 30 business of the PHA determining that the units have been completed in accordance with the agreement to enter into the HAP, all units meet HQS, and the owner has submitted all required evidence of completion.

17) Addition of Contract Units [FR Notice 1/18/17 and Notice PIH 2017-21] page 17-30

Current: The PHA will not add contract units to the HAP contract.

Amended: The PHA may add contract units to the HAP contracts.

18) Organization of the Waiting List [24 CFR 983.251 (c)] p 17-34

Current: The PHA will establish and manage separate waiting lists for individual projects or buildings that are receiving PBV assistance. The PHA currently has waiting lists for the following PBV projects:

Amended: The PHA will establish and manage separate waiting lists for individual projects or buildings that are receiving PBV assistance. The PHA currently has waiting lists for the following PBV projects: Birney Lane 52, Batavia Meadows, Highview, Starling.

19) Preferences [24 CFR 983.251 (d), FR Notice 11/24/08] page 17-35

Current: The PHA will not offer any additional preferences for the PBV program or for PBV projects or units.

Amended: The following additional preferences have been established for the PBV program. Families who were at the property at the time of conversion. For existing families they have the right to first refusal.