

**Proposed Summary of Changes**  
**2023 Housing Choice Voucher (HCV) Administrative Plan**  
**Effective January 1, 2023**

Below is a summary of changes incorporated into the 2023 HCV Administrative Plan. The changes in **Green** text represent HUD regulation and/or regulatory changes. Changes highlighted in **Yellow** represent significant proposed changes. Significant changes are those that impact the eligibility and admissions policies as delineated by HUD. Changes in **Blue** represent additional changes recommended by staff and are discretionary at the local level, permitted by HUD, which can be adopted by the Boards of Commissioners. Changes in **Orange** will later represent additional changes received during the comment period.

**Chapter 2: Applications and Interest List**

1. **Section 2.2 – Opening and Closing of the Interest List** – Single Interest/Waiting List. A single interest/waiting list will simplify the process for applicants submitting pre-applications to the Housing Choice Voucher program interest lists.
2. **Section 2.2 – Opening and Closing of the Interest List** – Public Notices for Site-based and Referral-based Project-Based Vouchers. To avoid confusion amongst applicants, FH will follow guidance from PIH Notice 2011-54 and publish its Public Notice for Site-based and Referral-based PBVs in the Fresno Bee, a local newspaper of general circulation, and also by minority media and other suitable means, including the agency website.
3. **Section 2.9.1 – Purging the Waiting Lists** – This policy will add clarification that FH may also purge the interest list to ensure it maintains a viable list that results in high response rates from applicants who remain interested in applying for rental assistance.
4. **Section 2.9.1 – Purging the Waiting Lists** – This policy will add a method for applicants who successfully lease up to remove their pre-application from another HCV interest/waiting list.

**Chapter 3: Selection from the Interest List for Admission**

5. [Section 3.4 – Local Preferences/Returning to the Waitlist](#) – Added detailed information on what happens to an applicant’s pre-application when they do not qualify for a preference claimed at the time of selection.
6. [Section 3.4 – Local Preferences/Elderly or Disabled Person Preference](#) – Extended the preference to include any family member who is a disabled person and meets the HUD definition as already specified in this preference category.
7. [Section 3.4 – Local Preferences](#) – Added a new preference applicable to applicant families with minor children under age 18 who meet HUD and FH’s definition of a family member. Minor children of a live-in aide do not qualify the family for this preference. Minor foster children of an authorized adult member of the applicant household do not qualify the family for this preference.

#### Chapter 4: Eligibility for Admission

8. [Section 4.4.4 – How Much Time Allowed to Add a New Live-in-Aid \(LIA\)](#) – Added the timeframe a person has to add a new live-in aide and when replacing a current LIA.
9. [Section 4.20.3 – Grievance Rights When FH Decision is to Deny Admission. VAWA documentation \(Forms 5380 and 5382\)](#) - When a client is denied admission for any reason, we provide VAWA forms 5380 and 5382 with their denial paperwork (adding as clarification since this wasn’t explicitly listed in original plan).

#### Chapter 5: Subsidy Standards

10. [Section 5.3 – Exceptions to the Subsidy Standards](#) – Added a bullet to include a section for reasonable accommodation requests for larger subsidy/voucher sizes when a household member requires a separate area as a reasonable accommodation.
11. [Section 5.4 – Changes for Participants](#) – Changing the number of days a household has to inform FH when they are adding additional family members from “10 business days” to “30 business days”.

#### Chapter 7: Verification Procedures

12. [Section 7.3.1, 7.3.2, and 7.9.8, 12.5.1](#) – Families will be given 10 calendar days

to furnish requested documents, instead of 10 business days.

### **Chapter 8: Voucher Issuance and Briefings**

13. **Section 8.5.2 – Extensions** - When granting voucher extensions, it wasn't clearly identified that VAWA is an extenuating circumstance which we will accept (adding as clarification since this wasn't explicitly listed in original plan).

### **Chapter 11: Payment Standards and Rent Reasonableness, and Owner Rents**

14. **Section 11.5.2 – When the Payment Standard Decreases** – Hold Harmless – no reduction in subsidy. FH will continue to use the existing higher payment standard for the family's subsidy calculation for as long as the family continues to receive the voucher assistance in that unit.

### **Chapter 15: Termination of Assistance**

15. **Section 15.5.2 – Notice of Termination of Assistance** – The timeframe for which a family must request an informal hearing is now clarified to be 10 business days from the date the letter was mailed.

### **Chapter 19: Reviews, Hearings, and Other Appeals**

16. **Section 19.4.3 – Notice to Family** - Adding language to indicate to whom the hearing request should be addressed.
17. **Section 19.4.4 – Scheduling an Informal Hearing** – Adding language to indicate when an informal hearing is occurring for terminating assistance and the family submits a VAWA claim prior to the date of the hearing, the hearing must be placed on hold for further assessment as to whether or not the termination will continue.

### **Chapter 22: Project-Based Vouchers (PBV)**

18. **Section 22.11.1 – Owner Proposal Selection Procedures/Method Three** – The Plan was updated to include all PBV developments in the pipeline.
19. **Section 22.11.6 – FH Notice of Owner Selection** – FH will publish its notice of selection of PBV proposals for two consecutive days, or at least one day per week for at least two consecutive weeks.

### **Chapter 26: Targeted Programs**

20. **Section 26.1 – Veterans Affairs Supportive Housing (VASH) Program** –

Unlike the HCV program, income-targeting requirements do not apply for HUD-VASH families so that participating PHAs can effectively serve eligible homeless veterans who may be at a variety of income levels, including low-income. Applying the 80% Area Median Income limits will further expand the program to serve veteran families.

**Chapter 23: NEW CHAPTER – Project-Based Vouchers (PBV) under the Rental Assistance Demonstration (RAD) Program**

21. **Entire Chapter** – The new chapter will cover HUD regulations and FH policies related to PBV RAD conversions.

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