

Housing Authority of the City and County of San Francisco

**ANNUAL PLAN
DROP IN SESSION
TUESDAY, JUNE 11: 10:00 AM**



HOUSING CHOICE VOUCHER PROGRAM

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United States Department of Housing and Urban Development (HUD) program assisting low and very low-income families, the elderly, and the disabled to afford decent, safe, sanitary housing in the private market

Financed through HAP payments

Governed by: Federal regulations and guidance, PIH notices and the Authority's HCV Administrative Plan (Admin Plan)

- **Administered by the Authority**

- **Reexaminations**

- Income calculations
- Rent increase determinations
- Verification

- **Inspections**

- Initial
- Annual
- Special
- Reinspection

- **Enforcement**

- **Eligibility Determinations**

- Denial of Assistance (applicants)

- **Family Obligations to the program**

- Termination of Assistance (participants)

- **Owner Obligations under the program**

- Suspension
- Reduction
- Termination

PUBLIC HOUSING PROGRAM

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United States Department of Housing and Urban Development (HUD) program assisting low and very low-income families, the elderly, and the disabled to afford decent, safe, sanitary government housing

Financed through federally appropriated operating subsidies

Governed by: Federal regulations and guidance, PIH notices and the Authority's Admissions and Continued Occupancy Plan (ACOP)

- **Administered by Property Management**
 - **Lease**
 - Execute and enforce lease with residents
 - **Reexaminations**
 - Income calculations
 - Rent determinations
 - Verification
 - **Inspections**
 - Initial
 - Annual
- **Overseen by HUD and the Authority**
 - **HUD**
 - Inspection and scoring of the property
 - Designation of the Authority
 - **Authority**
 - Oversight of management
 - Ensure program requirements are being followed
 - Ensure program funds are being passed through to the property

1-I.C. THE AUTHORITY'S MISSION

Current Language:

The mission of the Authority is to deliver safe and decent housing for low-income households and integrate economic opportunity for residents.

New Language:

The mission of the Authority is to advance social equity and grow thriving communities by providing quality, safe, affordable housing and resources for residents.

ACOP & HCV 1-II.A: OVERVIEW AND HISTORY OF THE PROGRAM

- **JULY 29, 2016**-the Housing Opportunity Through Modernization Act of 2016 (HOTMA) was signed into law.
 - Numerous changes to statutes governing HUD programs
 - Title I of HOTMA contains 14 different sections that impact the public housing and Section 8 programs.
 - Broad changes to income and assets in Sections 102 and 104 of HOTMA
- **FEBRUARY 14, 2023**-Over-income provisions in Section 103 was officially published in the Federal Register
- **SEPTEMBER 29, 2023**-Notice PIH 2023-27 issued by HUD to provide guidance on the implementation of the changes described in the Final Rule

Current Language: If an applicant or participant believes that any family member has been discriminated against by the PHA or an owner, the family should advise the PHA. HUD requires the PHA to make every reasonable attempt to determine whether the applicant's or participant's assertions have merit and take any warranted corrective action.

Authority Policy

Applicants or participants who believe that they have been subject to unlawful discrimination may notify the Authority either orally or in writing.

The Authority will post information related to the HUD Discrimination Complaint webpage in all of the Agency's public buildings. The link to the HUD discrimination complaint website will also be included in all Authority briefing packets.

The Authority will attempt to remedy discrimination complaints made against the Authority.

New Language:

Authority Policy

Applicants or participants who believe that they have been subject to unlawful discrimination may notify the Authority either orally or in writing.

Within thirty (30) calendar days of receiving the complaint, the Authority will investigate and attempt to remedy discrimination complaints made against the Authority.

The Authority will also advise the family of their right to file a fair housing complaint with HUD's Office of Fair Housing and Equal Opportunity (FHEO). The fair housing poster, posted in conspicuous and accessible locations in the Authority lobby, will reference how to file a complaint with FHEO. The link to the HUD discrimination complaint website will also be included in all Authority briefing packets. The Authority will keep a record of all complaints, investigations, notices and corrective actions.

PROPOSED CHANGES 2024-2025

ACOP & HCV CHAPTER 3: ELIGIBILITY

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ACOP:

Part I: Definitions of Family & Household Members

Part II: Basic Eligibility Criteria

Part III: Denial of Admission

HCV Admin Plan:

Part I: Definitions of Family & Household Members

Part II: Basic Eligibility Criteria

Part III: Denial of Assistance

PROPOSED CHANGES 2024-2025

ACOP & HCV CHAPTER 3: ELIGIBILITY

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Current Language:

To be eligible for the Public Housing/ HCV program the applicant family must:

- **Qualify as a family** as defined by HUD and the Authority [24 CFR 5.403]
- Have income at or below HUD-specified **income limits**.
- Qualify on the basis of **citizenship** or the **eligible immigrant status** of family members.
- **Provide social security number** information for household members as required.
- **Consent to** the Authority's collection and use of family information as provided for in Authority-**provided consent forms**.

New Language:

- Not currently receiving a **duplicative subsidy**
- Meet **net asset** and **property ownership restriction requirements**

The Authority must determine that the current or past behavior of household members does not include activities that are prohibited by HUD or the Authority. (Criminal/unlawful Activity)

PROPOSED CHANGES 2024-2025

ACOP & HCV CHAPTER 3-I.B: FAMILY

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Current Language: *Family* includes, but is not limited to, the following, regardless of actual or perceived sexual orientation, gender identity, or marital status:

- (1) A single person, who may be: (i) An elderly person, displaced person, disabled person, near-elderly person, or any other single person; (ii) An otherwise eligible youth who has attained at least 18 years of age and not more than 24 years of age and who has left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act ([42 U.S.C. 675\(5\)\(H\)](#)), and is homeless or is at risk of becoming homeless at age 16 or older; or
- (2) A group of persons residing together, and such group includes but is not limited to: (i) A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family); (ii) An elderly family; (iii) A near-elderly family; (iv) A disabled family; (v) A displaced family; and (vi) The remaining member of a tenant family.

Current Language:

Foster adults are usually persons with disabilities, unrelated to the tenant family, who are unable to live alone

The term *foster child* is not specifically defined by the regulations.

Foster children and foster adults who are living with an applicant or who have been approved by the PHA to live with a participant family are considered household members but not family members. The income of foster children/adults is not counted in family annual income, and foster children/adults do not qualify for a dependent deduction [24 CFR 5.603; HUD-50058 IB, p. 13].

New Language:

A *foster adult* is a member of the household who is 18 years of age or older and meets the definition of a foster adult under state law. In general, a foster adult is a person who is 18 years of age or older, is unable to live independently due to a debilitating physical or mental condition and is placed with the family by an authorized placement agency or by judgment, decree, or other order of any court of competent jurisdiction. family, who are unable to live alone.

A *foster child* is a member of the household who meets the definition of a foster child under state law. In general, a foster child is placed with the family by an authorized placement agency (e.g., public child welfare agency) or by judgment, decree, or other order of any court of competent jurisdiction.

Types of Low-Income Families:

Low-income family: Annual income does not exceed 80 percent of the median income for the area, adjusted for family size.

Very low-income family: A family whose annual income does not exceed 50 percent of the median income for the area, adjusted for family size.

Extremely low-income family. A family whose annual income does not exceed the federal poverty level or 30 percent of the median income for the area, whichever number is higher.

Area median income is determined by HUD, with adjustments for smaller and larger families. HUD may establish income ceilings higher or lower than 30, 50, or 80 percent of the median income for an area if HUD finds that such variations are necessary because of unusually high or low family incomes.

HUD also publishes over-income limits annually, but these are not used at admission. Over-income limits will be discussed in Chapter 13.

3-II.A Income Eligibility and Targeting

- Applicants failing to meet the income limits at admission will be denied admission to the program (HCV & ACOP)
 - No income limits for continued occupancy in the HCV program
 - HOTMA gives income limits for continued occupancy in PH program
 - Over income limit=income limit for a very low-income family x 2.4
 - Families in the public housing program must not have incomes that exceed the over-income limit for more than 24 consecutive months.
 - End of 24-month Grace period:
 - Authority will terminate the tenancy of the family no more than 6 months after the 24-month over-income notification to the family pursuant to applicable State and local laws governing notices to vacate

3-II.D. FAMILY CONSENT TO RELEASE INFORMATION

Current Language:

HUD requires each adult family member, and the head of household, spouse, and co-head, regardless of age, to sign form HUD-9886, Authorization for the Release of Information Privacy Act Notice, and other consent forms as needed to collect information relevant to the family's eligibility and level of assistance. Chapter 7 provides detailed information concerning the consent forms and verification requirements.

The PHA must deny admission to the program if any member of the applicant family fails to sign and submit consent forms which allow the PHA to obtain information that the PHA has determined is necessary in administration of the public housing program. (24 C.F.R. § 960.259(a) and (b).).

3-II.D. FAMILY CONSENT TO RELEASE INFORMATION

HOTMA: However, under HOTMA, this does not apply if the applicant or participant, or any member of the family revokes their consent with respect to the ability of the PHA to access financial records from financial institutions, unless the PHA establishes an admission and occupancy policy that revocation of consent to access financial records will result in denial or termination of assistance or admission [24 CFR 5.232(c)].

New Policy addition:

Authority Policy

The Authority has established a policy that the family's revocation of consent to allow the Authority to access records from financial institutions will result in denial of admission.

Eligibility-Debts owed to PHAs and Terminations [24 CFR 5.233]

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Debts owed to PHAs and Terminations

- All adult household members must sign HUD 52675
- Form is required to be signed by each adult only one time

Existing Tenant Search

Authority Policy

If a new admission is identified as residing in another assisted unit, the Authority will contact the other PHA or owner identified in the report to confirm that the family has moved out of the unit and obtained documentation of current tenancy status, including a form HUD-50058 or 50059, as applicable, showing an end of participation. The Authority will only approve assistance contingent upon the move-out from the currently occupied assisted unit.

Debts Owed to PHAs and Terminations

Authority Policy

The Authority will require each adult household member to sign the Form HUD-52675 once at the eligibility determination. Any new members added to the household after admission will be required to sign the form HUD-52675 prior to being added to the household. The Authority will search the Debts Owed to PHAs and Termination module as part of the eligibility determination for new households and as part of the screening process for any household members added after the household is admitted into the program. If any information on debts or terminations is returned by the search, the Authority will determine if this information warrants a denial in accordance with the policies in Part III of this chapter.

Current Language:

Part I: Annual Income

Part II: Adjusted Income

Part III: Calculating Rent

New Language:

Part I: Annual Income

Part II: Assets

Part III: Adjusted Income

Part IV: Calculating Rent

ANNUAL INCOME INCLUDES, WITH RESPECT TO THE FAMILY:

- ALL AMOUNTS NOT SPECIFICALLY EXCLUDED IN 5.609 (b)
- ALL AMOUNTS RECEIVED FROM ALL SOURCES BY EACH FAMILY MEMBER WHO IS 18 OR OLDER OR WHO IS THE HEAD OF HOUSEHOLD OR SPOUSE OF THE HOH
- UNEARNED INCOME BY OR ON BEHALF OF EACH DEPENDENT WHO IS UNDER 18 YEARS OF AGE
- IMPUTED RETURNS OF AN ASSET WHEN THE VALUE OF NET FAMILY ASSETS EXCEEDS \$50,000 AND THE ACTUAL RETURNS FROM A GIVEN ASSET CANNOT BE CALCULATED

24 CFR 5.609 (C)(1):

- **INITIAL OCCUPANCY (NEW ADMISSION); AND**
- **INTERIM REEXAMINATION:**
 - USE ANTICIPATED INCOME (CURRENT INCOME) FOR THE UPCOMING 12-MONTH PERIOD

24 CFR 5.609 (C)(2); Notice PIH 2023-27:

- **ANNUAL REEXAMINATION:**
 - USE PREVIOUS 12-MONTH PERIOD (PAST INCOME) INCOME

***INCOME FROM ASSETS IS ALWAYS ANTICIPATED**

6-I.C. CALCULATING ANNUAL INCOME

Current Language: PHAs are required to use HUD's Enterprise Income Verification (EIV) system in its entirety as a third-party source to verify employment and income information, and to reduce administrative subsidy payment errors in accordance with HUD administrative guidance [24 C.F.R. § 5.233(a)(2)].

New Language: During annual and streamlined reexaminations, PHAs are required to use HUD's Enterprise Income Verification (EIV) system in its entirety as a third-party source to verify employment and income information, and to reduce administrative subsidy payment errors in accordance with HUD administrative guidance [24 C.F.R. § 5.233(a)(2)].

- Head of Household is responsible for the timely reporting of changes in the family composition
- Which sources of income are counted will vary depending on the family member:

Live-in aides	EXCLUDED
Foster child or Foster Adult	EXCLUDED
Minors	EARNED INCOME= EXCLUDED UNEARNED INCOME = INCLUDED
Full-Time Students 18 years or older (not head, spouse, or cohead)	EARNED INCOME = INCLUDED only up to the dependent deduction UNEARNED INCOME = INCLUDED
Head, spouse, cohead, other adult family members	INCLUDED

ACOP

HCV



Baseline income: annual income immediately prior to implementation of the disallowance

➤ **Qualified family:** a family residing in public housing

➤ **Previously unemployed:** person with disabilities who earned no more than 10hrs of work/wk for 50 weeks at the established minimum wage

➤ **Maximum 2-year disallowance**

➤ **Individual Savings Accounts**

➤ **Limitation:** Families receiving disallowance on 12/31/23 or Eligible to receive Jobs Plus program rent incentives

➤ **Sunset:** Jan 1, 2030



➤ **Qualified family:** family residing in housing or receiving tenant-based assistance under one of the qualifying programs



➤ **Limitation:** Families receiving disallowance on 12/31/23

➤ **Sunset:** January 1, 2026

➤ **ASSISTANCE TO STUDENTS UNDER SECTION 479 OF THE HIGHER EDUCATION ACT OF 1965 (Title IV of the HEA)**

- Fully excluded if the only source of financial aid received

➤ **OTHER GRANT-IN-AID, SCHOLARSHIP, OR OTHER ASSISTANCE AMOUNTS**

- If only source of financial aid received,
- Calculate actual covered costs to the student's financial assistance
- The difference between the financial assistance and the student's actual covered cost is included in the family's annual income

- Dependent Deduction
- Elderly/Disabled Family Deduction
- Unreimbursed Health & Medical Care Expenses & Reasonable Attendant Care and Auxiliary Apparatus Expenses Deduction
- Childcare Expenses Deduction

Hardship Exemptions:

Phased in Relief

General Relief

Current Language:

Part I: General Verification Requirements

Part II: Verifying Family Information

Part III: Verifying Income and Assets

Part IV: Verifying Mandatory Deductions

New Language:

Part I: General Verification Requirements

Part II: Verifying Family Information

Part III: Verifying Income and Assets

Part IV: Verifying Mandatory Deductions

Family Consent to Release of Information

All adult applicants must sign HUD Release of Information forms at admission, and participants must sign the form 9886-A no later than their next interim or regularly scheduled income reexamination. After an applicant or participant has signed and submitted a consent form either on or after October 1, 2024, they do not need to sign and submit subsequent consent forms at the next interim or regularly scheduled income examination except under the following circumstances:

- When any person 18 years or older becomes a member of the family;
- When a member of the family turns 18 years of age; and
- As required by HUD or the Authority in administrative instructions

Penalties for Failing to Consent

If the assistance applicant or participant, or any member of the assistance applicant's or participant's family, does not sign and submit the consent form as required, then:

(1) The Authority shall deny assistance to and admission of an assistance applicant;

(2) Assistance to, and the tenancy of, a participant may be terminated.

Authority Policy

The Authority has established a policy that revocation of consent to access financial records will result in denial of admission or termination of assistance in accordance with Authority policy.

The family must provide written notice to the Authority to revoke consent.

Within 15 calendar days, of receipt of the revocation, the Authority will send the family notice acknowledging receipt of the request.

PHAs may determine a family's annual income, including income from assets, prior to the application of any deductions, based on income determinations made within the previous 12-months, using income determinations from means tested federal public assistance programs.

Means-tested federal public assistance programs include:

- Medicaid
- Supplemental Nutrition Assistance Program (SNAP)
- Supplemental Security Income (SSI)
- Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)

PROPOSED CHANGES 2024-2025

ACOP & HCV CHAPTER 7-I.D: VERIFICATION HIERARCHY

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Highest	Level 6	Upfront Income verification using HUDs EIV system
Highest	Level 5	Upfront Income verification using non-EIV system
High	Level 4	Written 3 rd party verification from the tenant
Medium	Level 3	Written 3 rd party verification form
Medium	Level 2	Oral 3 rd party verification
Low	Level 1	Self certification

- Net family assets totaling \$50,000 or less (adjusted annually)-self
- Net family assets totaling greater than \$50,000-3rd party
- Real Property suitable for occupancy (24 CFR 5.618)-self
 - Family has ownership interest, legal right to reside in, authority to sell
 - MUST deny if ineligible at admission
 - May adopt total nonenforcement, enforcement, limited enforcement option to cure for participants
- Assets disposed of for less than Fair Market Value-self\
- Net Income from rental property
- Asset Limitation
 - PH and HCV ineligible for admission (applicant) if net assets over \$100K
 - Termination/eviction (participant) if net assets over \$100K

Asset Limitations-Exemptions to Real Property Restriction

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- Property which the family is receiving assistance under 24 CFR 982.620 or under the Homeownership Option in 24 CFR Part 982
- Jointly owned property between a family member and another individual who does not live with the family, but resides at the jointly owned property
- Property owned by a family with a family member that is a VAWA victim (this exemption must be accepted through self-certification and confidentiality and documentation-request requirements must be followed)
- Property that the family is offering for sale

ACOP Current Language:**Chapter 8: Leasing & Inspections****Part I: Leasing****Part II: Inspections****New Language:****Part I: Leasing****Part II: Inspections****HCV Current Language:****Chapter 8: Housing Quality
Standards & Rent Reasonableness
Determinations****Part I: Physical Standards****Part II: The Inspection Process****Part III: Rent Reasonableness****New Language:****Part I: Physical Standards****Part II: The Inspection Process****Part III: Rent Reasonableness**

What Is National Standards for the Physical Inspection of Real Estate (NSPIRE) ?

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- Rule became effective on 10/1/2023
- Must be in compliance by 10/1/2024

NSPIRE is applicable to:

- All public housing programs (Title 24 Part 960)
- Housing Choice Voucher program under section 8(o) of the Act (Title 24 Part 982)
- Project-Based Voucher program under section 8(o)(13) of the Act (Title 24 Part 983)
- All Project-Based section 8 programs

Resident focused with standards prioritizing where residents spend the most time and the health and safety of the residents where they spend the most time

Differences between Public Housing and HCV program

Public Housing

- Inspecting entity does a “self inspection” of the property annually
- HUD scores the property from 0-100
- Frequency of HUD inspection will depend on the score of the development

HCV

- HCV, PBV and Mod Rehab are subject to the standards in a narrow capacity
- **Initial inspection:** conducted by Authority to ensure habitability of the unit in accordance with NSPIRE
 - Inspections are given a PASS/FAIL
- **Reinspection:** conducted by Authority to allow for correction of deficiencies
 - Corrections may be the responsibility of the family or the landlord/owner depending on who the deficiency is attributed to

Differences between Public Housing and HCV program

Public Housing

- Follow up on individual properties based on score
 - When a property scores 30 or below or 2 successive scores below 60 will result in an administrative referral of the property to the DEC
 - HUD will collect copies of the self-inspection
- Life threatening and severe deficiencies:
 - 24 hours to repair
 - Upload evidence of correction of deficiency to HUD

HCV

- **Special Inspection:** Authority will conduct an inspection if a special request for one is made regarding the condition of the unit or other inspectable areas that are deficient
- **Annual Inspection “self inspection”:** Conducted typically corresponding with Annual Reexamination
- **Abatement:** When units under the HCV program have deficiencies that are not corrected timely, the unit will be placed in abatement and the Authority will not pay HAP

NSPIRE has 64 Standards

Three Inspectable Areas:

- Unit
- Inside
- Outside

Health & Safety designation:

- Life Threatening
- Severe
- Moderate
- Low

Repair Schedule:

- 24 hrs for LT and Severe;
- 30 days for moderate;
- 60 days for Low

8-I.A Inspectable Areas [24 CFR 5.703]

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Proposed Language:

8-I.A. INSPECTABLE AREAS [24 CFR §5.703]

Inspectable Areas

- **Inside:** Inside of HUD housing (or “inside areas”) refers to the common areas and building systems that can be generally found within the building interior and are not inside a unit. Examples of “inside” common areas may include, basements, interior or attached garages, enclosed carports, restrooms, closets, utility rooms, mechanical rooms, community rooms, day care rooms, halls, corridors, stairs, shared kitchens, laundry rooms, offices, enclosed porches, enclosed patios, enclosed balconies, and trash collection areas. Examples of building systems include those components that provide domestic water such as pipes, electricity, elevators, emergency power, fire protection, HVAC, and sanitary services.
- **Outside:** Outside of HUD housing (or “outside areas”) refers to the building site, building exterior components, and any building systems located outside of the building or unit. Examples of “outside” components may include fencing, retaining walls, grounds, lighting, mailboxes, project signs, parking lots, detached garage or carport, driveways, play areas and equipment, refuse disposal, roads, storm drainage, non-dwelling buildings, and walkways. Components found on the exterior of the building are also considered outside areas, and examples may include doors, attached porches, attached patios, balconies, car ports, fire escapes, foundations, lighting, roofs, walls, and windows.
- **Units:** A unit (or “dwelling unit”) of HUD housing refers to the interior components of an individual unit. Examples of components included in the interior of a unit may include the balcony, bathroom, call-for-aid (if applicable), carbon monoxide devices, ceiling, doors, electrical systems, enclosed patio, floors, HVAC (where individual units are provided), kitchen, lighting, outlets, smoke detectors, stairs, switches, walls, water heater, and windows.

8-I.B Affirmative [24 CFR 5.703]

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Current Language:

8-I.B Additional Local Requirements

- Thermal Environment
- Clarifications of HUD Requirements
- Accessory Dwelling Units

Completely removed and renamed

Proposed Language:

This section refers to the HUD defined affirmative habitability requirements as found in NSPIRE 24 C.F.R. § 5.703(b), (c), and (d).

The inside area must meet the following affirmative requirements:

- The inside area must include at least one battery-operated or hard-wired smoke detector, in proper working condition, on each level of the property. The Secretary may establish additional standards through Federal Register notification;
- The inside area must meet or exceed the carbon monoxide detection standards set by the Secretary through Federal Register notification;
- For the inside area, any outlet installed within 6 feet of a water source must be ground-fault circuit interrupter (GFCI) protected;
- The inside area must have a guardrail when there is an elevated walking surface with a drop off of 30 inches or greater measured vertically;
- The inside area must have permanently mounted light fixtures in any kitchens and each bathroom; and
- The inside area may not contain unvented space heaters that burn gas, oil, or kerosene.

Proposed Language:

The outside area must meet the following affirmative requirements:

- For the outside area, outlets within 6 feet of a water source must be GFCI protected; and
- The outside area must have a guardrail when there is an elevated walking surface with a drop off of 30 inches or greater measured vertically.

The unit must also meet the following affirmative requirements:

- The unit must have hot and cold running water in both the bathroom and kitchen, including an adequate source of safe drinking water in the bathroom and kitchen;
- The unit must include its own bathroom or sanitary facility that is in proper operating condition and usable in privacy. It must contain a sink, a bathtub or shower, and an interior flushable toilet;

Proposed Language:

The unit must include at least one battery-operated or hard-wired smoke detector, in proper working condition, in the following locations:

- On each level of the unit;
- Inside each bedroom;
- Within 21 feet of any door to a bedroom measured along a path of travel; and
- Where a smoke detector installed outside a bedroom is separated from an adjacent living area by a door, a smoke detector must also be installed on the living area side of the door.
- If the unit is occupied by any hearing-impaired person, the smoke detectors must have an alarm system designed for hearing-impaired persons;
- The Secretary may establish additional standards through Federal Register notification;
- Following the specifications of National Fire Protection Association Standard (NFPA) 72 satisfies the requirements of this paragraph (d)(3).

Proposed Language:

- The unit must have a living room and a kitchen area with a sink, cooking appliance, refrigerator, food preparation area, and food storage area;
- For units assisted under the HCV or PBV program, the unit must have at least one bedroom or living/sleeping room for each two persons;
- Except for units subject to this subpart only through § 5.701(a)(6) or (7), or housing otherwise exempt from this requirement as provided elsewhere in this title, the unit must meet or exceed the carbon monoxide detection standards set by HUD through Federal Register notification;
- The unit must have two working outlets or one working outlet and a permanent light within all habitable rooms;
- Outlets within 6 feet of a water source must be GFCI protected;
- For climate zones designated by the Secretary through notice, the unit must have a permanently installed heating source. No units may contain unvented space heaters that burn gas, oil, or kerosene;
- The unit must have a guardrail when there is an elevated walking surface with a drop off of 30 inches or greater measured vertically; and
- The unit must have a permanently mounted light fixture in the kitchen and each bathroom.

Proposed Language:

Health and safety concerns

- The inside, outside and unit must be free of health and safety hazards that pose a danger to residents. Types of health and safety concerns include, but are not limited to carbon monoxide, electrical hazards, extreme temperature, flammable materials or other fire hazards, garbage and debris, handrail hazards, infestation, lead-based paint, mold, and structural soundness.

**ACOP CHAPTER 9 Current
Language:**

**Part I: Annual Reexaminations for
Families Paying Income Based
Rents**

**Part II: Reexaminations for
Families Paying Flat Rents**

Part III: Interim Reexaminations

**Part IV: Recalculating Tenant
Rent**

**Part V: Non-Interim
Reexamination Transactions**

HCV CHAPTER 11:

Part I: Annual Reexaminations

Part II: Interim Examinations

**Part III: Recalculating Family Share
and Subsidy Amount**

**Part IV: Non-Interim Reexamination
Transactions**

Reexaminations-Interim Reexaminations

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Final rule changes the conditions under which an interim reexamination must be conducted

- **Decreases in Adjusted Income:** Changes to family circumstances that results in a decrease of 10% or more of family annual adjusted income triggers an interim
- **Increases in Adjusted Income:** Changes to family circumstances that results in a increase of 10% or more of family annual adjusted income triggers an interim
- **Decrease in family size:** Attributable to the death or permanent move out of a family member since the last annual reexam resulting in decrease of adjusted income in any amount triggers an interim at a 0% threshold
 - **If the decrease in family size results in no change or an increase in family adjusted income, interim is not triggered and a non-interim transaction shall be processed without making changes to the family's annual adjusted income**
- **Determine Public Housing Over-Income Status:** interim required to determine whether the family continues to exceed the income limit.

Reexaminations-Non-Interim Transactions

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- Adding or removing a hardship exemption for childcare expense deduction
- Updating or removing phased-in hardship relief for health and medical care expense deduction
- Adding or removing general hardship relief for health and medical care expense deduction
- Adding or removing minimal rent hardship
- Adding or removing a non-family member
- Ending a family's EID or excluding 50% of a family member's increase in employment income at the start of the second 12-month EID period

HCV Program Only:

- Processing contract rent changes that do not correspond with an AR, including PBV rent increases
- Implementing an update to the payment standard that does not correspond with an interim or annual reexamination

TIMELINE

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Meeting/Hearing Schedule	Date
Comment Period Commenced	May 6, 2024
Committee Meeting	May 15, 2024
Resident Council Advisors Meeting	May 17, 2024 @ 10:00 am
Stakeholder Meeting	May 17, 2024 @ 11:30 am
Commission Meeting	May 23, 2024
Resident Council Advisors Meeting	June 7, 2024 @ 1:00 pm
Stakeholder Meeting	June 7, 2024 @ 2:30 pm
Public Drop-In session	June 11, 2024 @ 9:00 am-5 pm
Public Meeting	June 17, 2024 @ 10:00 am
Committee Meeting	June 17, 2024 @ 2:00 pm
Comment Period Ends	June 20, 2024
Public Hearing (request approval)	June 27, 2024 @ 4:00pm

REMINDER:

Comment period ends: June 20, 2024

Comments can be submitted to: langez@sfha.org

Public Hearing:

June 27, 2024

San Francisco City Hall

4:00pm