

**The Housing Authority of the City of Austin’s Summary of Revisions
Housing Choice Voucher Program (HCV) Administrative Plan HOTMA – Phase 1- September 2024**

<p>Chapter 3 - Eligibility 3-I.B Family Household</p> <p>3.I.K Foster Children and Foster Adults</p> <p>3.II.D. Family Consent to Release Info</p>	<p>57</p> <p>62</p> <p>71</p>	<p>Added policy based on Notice PIH 2017-08 regarding VASH voucher and if a veteran is the perpetrator of domestic violence the victim is eligible to receive a regular HCV voucher.</p> <p>Revised definition of foster children and foster adults</p> <p>Updated Consent to Release of Information policy to include the families right to revoke consent to collect information relevant to the family’s income and added HACA’s policy deny admissions or terminate assistance if the family revokes consent.</p>
<p>4.III. C. Selection from the Wait List Local Preferences</p>	<p>115-116</p> <p>116</p> <p>125-128</p>	<p>Changed policy as approved per Notice PIH 2024-30 to allow for a separate Mainstream Voucher wait list. Moved Mainstream tenant selection policy to Chapter 19.</p> <p>Changed PBV wait list policy to state HACA will use separate waiting lists for PBV units in individual projects or buildings (or for sets of such units).</p> <p>Updated briefing requirements as required with HOTMA.</p>
<p>6.III.C. Applying Payment Standards</p> <p>11.III.B Change in Payment Standards</p> <p>Chapter 7 – Family Consent to Release of Information</p>	<p>179 & 298</p> <p>191-193</p>	<p>Per HOTMA updated policy to apply increases in Payment Standards at next annual reexamination or interim</p> <p>Updated Consent to Release of Information policy to include the families right to revoke consent to collect information relevant to the family’s income and added HACA’s policy deny admissions or terminate assistance if the family revokes consent.</p>
<p>7.I.B. Use of other Programs’ Income Determinations</p> <p>7.I.C. Verification Requirements</p> <p>7.I. Verification Hierarchy Requirements and Upfront Verf.</p>	<p>194-195</p> <p>196</p> <p>197-207</p>	<p>Added Safe Harbor verification method as allowed per HOTMA to streamline the verification process.</p> <p>Revised policy as allowed per HOTMA to streamline verification processes by updating verification documents dated 120 rather than 60 days and fixed income statement in benefit year.</p> <p>Updated Verification Hierarchy Requirements based on recent HUD notices.</p>

**The Housing Authority of the City of Austin’s Summary of Revisions
Housing Choice Voucher Program (HCV) Administrative Plan HOTMA – Phase 1- September 2024**

7.II.B. Social Security Numbers	208-210	Revised SSN policy as allowed per HUD Streamlining Notice PIH 2023-27 which allows PHAs to accept other documents if unable to obtain SSN card from applicant to include the applicant’s self-certification of SSN plus one third-party document.
7.III.I Zero Annual Income Status	224 & 298	Revised Zero income policy as allowed per HOTMA to accept self-certification of zero income.
7.IV.D. Child Care Expenses	231	Updated reasonable child expense language
Chapter 8 – Housing Quality Standards	233	Added information regarding NSPIRE extension date until Oct 1, 2025 except for carbon monoxide detectors and smoke alarm requirements.
	254	Added carbon monoxide detectors and smoke alarm requirements.

Chapter 17: Project- Based Vouchers continued	468-469 & 473-474	Removed Bungalows at Century Park and Candlewood Suites Hotel Conversion Project at Pecan Park as the City notified HACA they no longer needed the project-based vouchers and would utilize the local voucher program instead.
	476-489	Add tenant selection criteria for newly allocated vouchers and updated allocated vouchers based on the 2024 new allocation of project-based vouchers.
	490-491	Added tenant briefing requirements per HOTMA
	497-499	Revised Overcrowded, under-occupied and accessible unit policy per HOTMA
19.IV. Mainstream Voucher Program	565-569	Updated Mainstream Voucher policy per Notice PIH 2024-30 as follows: <ul style="list-style-type: none"> • Established Separate Mainstream Voucher wait list • Added policy regarding referral preference from partner agencies and moved non-elderly disabled homeless policy from Chapter 4 to Chapter 19 • Added mandatory 120-day voucher term and flexible extension policy and no residency preference policy.