

Administrative Plan -Table of Contents

Chapter 1 OVERVIEW OF THE PROGRAM AND PLAN

PART I:	THE AHA.....	1-1
	1-I.A. Overview	1-1
	1-I.B. Organization and Structure of the AHA.....	1-1
	1-I.C. AHA Mission	1-2
	1-I.D. The AHA's Programs	1-2
	1-I.E. The AHA's Commitment to Ethics and Service	1-2
PART II.	THE HOUSING CHOICE VOUCHER (HCV) PROGRAM	1-3
	1-II.A. Overview And History Of The Program	1-3
	1-II.B. HCV Program Basics	1-4
	1-II.C. The HCV Partnerships	1-5
	The HCV Relationships:	1-6
	What does HUD do?.....	1-7
	What does the AHA do?	1-7
	What does the Owner do?	1-7
	What does the Family do?	1-8
	1-II.D. Applicable Regulations.....	1-9
PART III.	THE HCV ADMINISTRATIVE PLAN	1-9
	1-III.A. Overview and Purpose of the Plan.....	1-9
	1-III.B. Contents of the Plan (24CFR 982.54).....	1-9
	1-III.C. Organization of the Plan.....	1-11
	1-III.D. Updating and Revising the Plan.....	1-11

Administrative Plan -Table of Contents

Chapter 2 FAIR HOUSING AND EQUAL OPPORTUNITY

PART I:	NONDISCRIMINATION	2-1
	2-I.A. Overview	2-1
	2-I.B. Nondiscrimination	2-2
	Providing Information to Families and Owners	2-3
	Discrimination Complaints	2-3
PART II:	POLICIES RELATED TO PERSONS WITH DISABILITIES	2-3
	2-II.A. Overview	2-3
	2-II.B. Definition Of Reasonable Accommodation.....	2-4
	Types of Reasonable Accommodations	2-4
	2-II.C. Request for an Accommodation.....	2-4
	2-II.D. Verification of Disability	2-5
	2-II.E. Approval/Denial of a Requested Accommodation [Joint Statement of the Departments of HUD and Justice: Reasonable Accommodations under the Fair Housing Act].	2-5
	2-II.F. Program Accessibility for Persons with Hearing or Vision Impairments	2-6
	2-II.G. Physical Accessibility	2-6
	2-II.H. Denial or Termination of Assistance.....	2-7
PART III:	IMPROVING ACCESS TO SERVICES FOR PERSONS WITH LIMITED ENGLISH PROFICIENCY (LEP).....	2-8
	2-III.A. Overview	2-8
	2-III.B. Oral Interpretation	2-8
	2-III.C. Written Translation.....	2-9
	2-III.D. Implementation Plan	2-9
Exhibit 2-1:	Definition of a Person With a Disability Under Federal Civil Rights Laws [24 CFR Parts 8.3, 25.104, and 100.201]	2-10

Administrative Plan -Table of Contents

Chapter 3 ELIGIBILITY

PART I:	DEFINITIONS OF FAMILY AND HOUSEHOLD MEMBERS.....	3-1
3-I.A.	Overview	3-1
3-I.B.	Family And Household [24 CFR 982.201(c), HUD-50058 IB, p. 13].....	3-2
	Family	3-2
	Household	3-2
3-I.C.	Family Break-Up And Remaining Member Of Tenant Family	3-2
	Family Break-up [24 CFR 982.315]	3-2
	Remaining Member of a Tenant Family [24 CFR 5.403].....	3-3
3-I.D.	Head of Household [24 CFR 5.504(b)].....	3-3
3-I.E.	Spouse, Cohead, and Other Adult	3-3
3-I.F.	Dependent [24 CFR 5.603]	3-4
	Joint Custody of Dependents.....	3-4
3-I.G.	Full-Time Student [24 CFR 5.603, HVC GB p. 5-29].....	3-4
3-I.H.	Elderly And Near-Elderly Persons, And Elderly Family [24 CFR 5.100 and 5.403].....	3-4
	Elderly Persons	3-4
	Near-Elderly Persons.....	3-4
	Elderly Family	3-5
3-I.I.	Persons With Disabilities And Disabled Family [24 CFR 5.403]..	3-5
	Persons with Disabilities	3-5
	Disabled Family	3-5
3-I.J.	Guests [24 CFR 5.100]	3-5
3-I.K.	Foster Children And Foster Adults	3-6
3-I.L.	Absent Family Members	3-6
	Definitions of Temporarily and Permanently Absent.....	3-6
	Absent Students	3-6
	Absences Due to Placement in Foster Care [24 CFR 5.403].	3-7
	Absent Head, Spouse, or Cohead	3-7
	Family Members Permanently Confined for Medical Reasons [HCV GB, p. 5-22].....	3-7
	Return of Permanently Absent Family Members	3-7
3-I.M.	Live-In Aide	3-7
PART II:	BASIC ELIGIBILITY CRITERIA.....	3-9
3-II.A.	Income Eligibility And Targeting.....	3-9
	Income Limits	3-9
	Types of Low-Income Families	3-9
	Using Income Limits for Eligibility [24 CFR 982.201]	3-9
	Using Income Limits for Targeting [24 CFR 982.201].....	3-10
3-II.B.	Citizenship Or Eligible Immigration Status [24 CFR 5, Subpart E].....	3-10
	Declaration [24 CFR 5.508]	3-11
	U.S. Citizens and Nationals	3-11

Administrative Plan -Table of Contents

	Eligible Noncitizens.....	3-11
	Ineligible Noncitizens	3-11
	Mixed Families.....	3-12
	Ineligible Families [24 CFR 5.514(d), (e), and (f)].....	3-12
	Timeframe for Determination of Citizenship Status [24 CFR 5.508(g)]	3-12
3-II.C.	Social Security Numbers [24 CFR 5.216 and 5.218].....	3-12
3-II.D.	Family Consent to Release of Information [24 CFR 5.230, HCV GB, p. 5-13].....	3-13
3-II.E.	Students Enrolled in Institutions of Higher Education [24 CFR 5.612 and FR Notice 4/10/-6].....	3-13
PART III:	DENIAL OF ASSISTANCE	3-16
3-III.A.	Overview	3-16
	Forms of Denial [24 CFR 982.552(a)(2); HCV GB, p. 5-35].	3-16
	Prohibited Reasons for Denial of Assistance [24 CFR 982.202(b)].....	3-16
3-III.B.	Mandatory Denial Of Assistance [24 CFR 982.553(a)]	3-17
3-III.C.	Other Permitted Reasons For Denial Of Assistance	3-17
	Criminal Activity [24 CFR 982.553].....	3-17
	Previous Behavior in Assisted Housing [24 CFR 982.552(c)]	3-18
3-III.D.	Screening.....	3-19
	Screening for Eligibility	3-19
	Screening for Suitability as a Tenant [24 CFR 982.307].....	3-20
3-III.E.	Criteria For Deciding To Deny Assistance	3-21
	Evidence [24 CFR 982.553(c)]	3-21
	Consideration of Circumstances [24 CFR 982.552(c)(2)]	3-21
	Removal of a Family Member's Name from the Application [24 CFR 982.552(c)(2)(ii)].....	3-22
	Reasonable Accommodation [24 CFR 982.552(c)(2)(iv)]	3-22
3-III.F.	Notice Of Eligibility Or Denial	3-22
	Eligible for Assistance.....	3-22
3-III.G.	Prohibition Against Denial of Assistance to Victims of Domestic Violence, Dating Violence, and Stalking [Pub.L.109-162]	3-23
	Notification and Victim Documentation	3-23
	Perpetrator Removal or Documentation of Rehabilitation....	3-24
	AHA Confidentiality Requirements.....	3-24
Exhibit 3-1:	Detailed Definitions Related To Disabilities	3-25
	Person with Disabilities [24 CFR 5.403].....	3-25
	Individual with Handicaps [24 CFR 8.3].....	3-26
Exhibit 3-2:	Definition of Institution of Higher Education.....	3-27
	Eligibility of Students for Assisted Housing Under Section 8 of the U. S. Housing Act of 1937; Supplementary Guidance; Notice [Federal Register, April 10, 2006].....	3-27
Exhibit 3-3:	Definitions – Violence Against Women Reauthorization Act of 2005.....	3-32

Administrative Plan -Table of Contents

Chapter 4

APPLICATIONS, WAITING LIST AND TENANT SELECTION

PART I:	THE APPLICATION PROCESS	4-1
4-I.A.	Overview	4-1
4-I.B.	Applying For Assistance [HCV GB, pp. 4-11 – 4-16].....	4-2
4-I.C.	Accessibility Of The Application Process	4-3
	Elderly and Disabled Populations [24 CFR 8 and HCV GB, pp. 4-11 – 4-13]	4-3
	Limited English Proficiency.....	4-3
4-I.D.	Placement On The Waiting List.....	4-3
	Ineligible for Placement on the Waiting List.....	4-3
	Eligible for Placement on the Waiting List.....	4-4
PART II:	MANAGING THE WAITING LIST	4-4
4-II.A.	Overview	4-4
4-II.B.	Organization Of The Waiting List [24 CFR 982.204 and 205]	4-4
4-II.C.	Opening And Closing The Waiting List [24 CFR 982.206]	4-5
	Closing the Waiting List	4-5
	Reopening the Waiting List.....	4-5
4-II.D.	Family Outreach [HCV GB, pp. 4-2 to 4-4].....	4-5
4-II.E.	Reporting Changes In Family Circumstances	4-6
4-II.F.	Updating The Waiting List [24 CFR 982.204].....	4-6
	Purging the Waiting List.....	4-6
	Removal from the Waiting List.....	4-7
PART III:	SELECTION FOR HCV ASSISTANCE	4-7
4-III.A.	Overview	4-7
4-III.B.	Selection and HCV Funding Sources.....	4-8
	Special Admissions [24 CFR 982.203]	4-8
	Targeted Funding [24 CFR 982.204(e)].....	4-8
	Regular HCV Funding.....	4-8
4-III.C.	Selection Method	4-8
	Local Preferences [24 CFR 982.207; HCV p. 4-16].....	4-8
	Ranking of Preferences	4-9
	Income Targeting Requirement [24 CFR 982.201(b)(2)]	4-9
	Order of Selection.....	4-10
4-III.D.	Notification Of Selection.....	4-10
4-III.E.	The Application Interview	4-10
4-III.F.	Completing The Application Process	4-11

Administrative Plan -Table of Contents

Chapter 5 BRIEFINGS AND VOUCHER ISSUANCE

PART I:	BRIEFINGS AND FAMILY OBLIGATIONS	5-1
5-I.A.	Overview	5-1
5-I.B.	Briefing [24 CFR 982.301].....	5-1
	Notification and Attendance	5-2
	Oral Briefing [24 CFR 982.301(a)]	5-2
	Briefing Packet [24 CFR 982.301(b)].....	5-3
	Additional Items to be Included in the Briefing Packet.....	5-4
5-I.C.	Family Obligations	5-4
	Time Frames for Reporting Changes Required By Family Obligations.....	5-4
	Family Obligations [24 CFR 982.551].....	5-4
PART II:	SUBSIDY STANDARDS AND VOUCHER ISSUANCE	5-6
5-II.A.	Overview	5-6
5-II.B.	Determining Family Unit (Voucher) Size [24 CFR 982.402]	5-7
	Overcrowded Units	5-8
5-II.C.	Exceptions To Subsidy Standards	5-8
5-II.D.	Voucher Issuance [24 CFR 982.302]	5-9
	Voucher Issuance	5-9
	Voucher Rescission	5-9
5-II.E.	Voucher Term, Extensions, And Suspensions	5-10
	Voucher Term [24 CFR 982.303].....	5-10
	Extensions of Voucher Term [24 CFR 982.303(b)]	5-10
	Suspensions of Voucher Term [24 CFR 982.303(c)]	5-11
	Expiration of Voucher Term	5-11

Administrative Plan -Table of Contents

Chapter 6 INCOME AND SUBSIDY DETERMINATIONS [24 CFR Part 5, Subparts E and F; 24 CFR 982]

PART I:	ANNUAL INCOME.....	6-1
6-I.A.	Overview	6-1
6-I.B.	Household Composition And Income	6-2
	Summary of Income Included and Excluded by Person	6-2
	Temporarily Absent Family Members	6-2
	Absent Students	6-2
	Absent Due to Placement in Foster Care	6-3
	Absent Head, Spouse, or Cohead	6-3
	Family Members Permanently Confined for Medical Reasons	6-3
	Joint Custody of Dependents.....	6-3
6-I.C.	Anticipating Annual Income	6-4
	Basis of Annual Income Projection	6-4
	Using Up-Front Income Verification (UIV) to Project Income	6-4
6-I.D.	Earned Income.....	6-5
	Types of Earned Income Included in Annual Income.....	6-5
	Types of Earned Income <u>Not</u> Counted in Annual Income	6-5
6-I.E.	Earned Income Disallowance for Persons With Disabilities [24 CFR 5.617].....	6-7
	Eligibility.....	6-7
	Calculation of the Disallowance	6-8
6-I.F.	Business Income [24 CFR 5.609(b)(2)].....	6-9
	Business Expenses	6-9
	Business Expansion	6-9
	Capital Indebtedness	6-9
	Negative Business Income	6-9
	Withdrawal of Cash or Assets from a Business	6-9
	Co-owned Businesses	6-10
6-I.G.	Assets [24 CFR 5.609(b)(3) and 24 CFR 5.603(b)].....	6-10
	Overview.....	6-10
	General Policies	6-10
	Income from Assets.....	6-10
	Valuing Assets.....	6-10
	Lump-Sum Receipts	6-11
	Imputing Income from Assets [24 CFR 5.609(b)(3)]	6-11
	Determining Actual Anticipated Income from Assets	6-11
	Withdrawal of Cash or Liquidation of Investments.....	6-11
	Jointly Owned Assets	6-11
	Assets Disposed of for Less than Fair Market Value [24 CFR 5.603(b)].....	6-12
	Types of Assets	6-13
	Checking and Savings Accounts.....	6-13

Administrative Plan -Table of Contents

	Investment Accounts such as Stocks, Bonds, Saving Certificates, and Money Market Funds.....	6-13
	Equity in Real Property or Other Capital Investments.....	6-13
	Trusts.....	6-14
	Retirement Accounts	6-14
	Personal Property	6-15
	Life Insurance	6-15
6-I.H.	Periodic Payments	6-15
	Periodic Payments <u>Included</u> in Annual Income.....	6-15
	Lump-Sum Payments for the Delayed Start of a Periodic Payment	6-16
	Periodic Payments <u>Excluded</u> from Annual Income	6-16
6-I.I.	Payments In Lieu Of Earnings	6-16
6-I.J.	Welfare Assistance	6-17
	Overview.....	6-17
	Sanctions Resulting in the Reduction of Welfare Benefits [24 CFR 5.615]	6-17
	Covered Families.....	6-17
	Imputed Income	6-17
	Offsets	6-17
6-I.K.	Periodic And Determinable Allowances [24 CFR 5.609(b)(7)] ..	6-17
	Alimony and Child Support	6-18
	Regular Contributions or Gifts	6-18
6-I.L.	Student Financial Assistance	6-18
	Student Financial Assistance <u>Included</u> in Annual Income (24 CFR 5.609(b)(9)).....	6-18
	Student Financial Assistance <u>Excluded</u> from Annual Income	6-19
6-I.M.	Additional Exclusions From Annual Income	6-19
PART II:	ADJUSTED INCOME	6-21
6-II.A.	Introduction	6-21
	Overview.....	6-21
	Anticipating Expenses	6-22
6-II.B.	Dependent Deduction	6-22
6-II.C.	Elderly Or Disabled Family Deduction.....	6-22
6-II.D.	Medical Expenses Deduction [24 CFR 5.611(a)(3)(i)].....	6-22
	Definition of <i>Medical Expenses</i>	6-22
	Summary of Allowable Medical Expenses from IRS Publication 502	6-23
	Families That Qualify for Both Medical and Disability Assistance Expenses.....	6-23
6-II.E.	Disability Assistance Expenses Deduction [24 CFR 5.603(b) and 24 CFR 5.611(a)(3)(ii)].....	6-23
	Earned Income Limit on the Disability Assistance Expense Deduction	6-23
	Eligible Disability Expenses	6-24

Administrative Plan -Table of Contents

	Eligible Auxiliary Apparatus	6-24
	Eligible Attendant Care	6-24
	Payments to Family Members	6-25
	Necessary and Reasonable Expenses	6-25
	Families That Qualify for Both Medical and Disability Assistance Expenses.....	6-25
6-II.F.	Child Care Expense Deduction	6-25
	Clarifying the Meaning of <i>Child</i> for This Deduction	6-25
	Qualifying for the Deduction	6-26
	Determining Who is Enabled to Pursue an Eligible Activity	6-26
	Seeking Work	6-26
	Furthering Education	6-26
	Being Gainfully Employed	6-26
	Earned Income Limit on Child Care Expense Deduction	6-26
	Eligible Child Care Expenses	6-27
	Allowable Child Care Activities	6-27
	Necessary and Reasonable Costs	6-27
PART III:	CALCULATING FAMILY SHARE AND PHA SUBSIDY	6-28
6-III.A.	Overview Of Rent And Subsidy Calculations	6-28
	TTP Formula [24 CFR 5.628]	6-28
	Family Share [24 CFR 982.305(a)(5)].....	6-28
	AHA Subsidy [24 CFR 982.505(b)]	6-28
	Utility Reimbursement [24 CFR 982.514(b)]	6-28
6-III.B.	Financial Hardships Affecting Minimum Rent [24 CFR 5.630] ..	6-29
6-III.C.	Applying Payment Standards [24 CFR 982.505].....	6-29
	Overview.....	6-29
	Changes in Payment Standards	6-30
	Reasonable Accommodation	6-31
6-III.D.	Applying Utility Allowances [24 CFR 982.517]	6-31
	Overview.....	6-31
	Reasonable Accommodation	6-31
	Utility Allowance Revisions	6-31
6-III.E.	Prorated Assistance For Mixed Families [24 CFR 5.520].....	6-32
	Exhibit 6-1: Annual Income Inclusions.....	6-33
	HHS Definition of “Assistance”	6-34
	Exhibit 6-2: Annual Income Exclusions.....	6-36
	Sources of Income Excluded by Federal Statute from Consideration as Income for Purposes of Determining Eligibility or Benefits.....	6-37
	Exhibit 6-3: Treatment of Family Assets	6-39
	Exhibit 6-4: Earned Income Disallowance for Persons with Disabilities .	6-40
	Exhibit 6-5: The Effect of Welfare Benefit Reduction.....	6-42

Administrative Plan -Table of Contents

Chapter 7 VERIFICATION

[24 CFR 982.516, 24 CFR 982.551, 24 CFR 5.230]

PART I.	GENERAL VERIFICATION REQUIREMENTS.....	7-1
7-I.A.	Family Consent To Release Of Information [24 CFR 982.516 and 982.551, 24 CFR 5.230].....	7-1
	Consent Forms	7-1
	Penalties for Failing to Consent [24 CFR 5.232].....	7-1
7-I.B.	Overview Of Verification Requirements	7-2
	HUD’s Verification Hierarchy	7-2
	Requirements for Acceptable Documents	7-2
	File Documentation.....	7-2
7-I.C.	Up-Front Income Verification (UIV)	7-2
	Definition of Substantial Difference.....	7-3
	When No Substantial Difference Exists	7-3
	When a Substantial Difference Exists.....	7-3
	Use of HUD’s Enterprise Income Verification (EIV) System ..	7-3
7-I.D.	Third-Party Written And Oral Verification	7-5
	Reasonable Effort and Timing	7-5
	When Third-Party Information is Late	7-5
	When Third-Party Verification is Not Required	7-6
7-I.E.	Review Of Documents	7-6
	Using Review of Documents as Verification	7-6
7-I.F.	Self-Certification.....	7-6
PART II.	VERIFYING FAMILY INFORMATION	7-7
7-II.A.	Verification of Legal Identity	7-7
7-II.B.	Social Security Numbers [24 CFR 5.216 and HCV GB, p. 5-12].	7-7
7-II.C.	Documentation of Age.....	7-8
7-II.D.	Family Relationships	7-8
	Separation or Divorce	7-8
	Absence of Adult Member	7-8
	Foster Children and Foster Adults	7-9
7-II.E.	Verification of Student Status.....	7-9
	Restrictions on Assistance to Students Enrolled in IndependentStudent.....	7-9
7-II.F.	Documentation of Disability.....	7-10
	Family Members Receiving SSA Disability Benefits	7-10
	Family Members Not Receiving SSA Disability Benefits.....	7-11
7-II.G.	Citizenship or Eligible Immigration Status [24 CFR 5.508].....	7-11
	Overview.....	7-11
	U.S. Citizens and Nationals	7-11
	Eligible Immigrants	7-11
7-II.H.	Verification of Preference Status.....	7-12

Administrative Plan -Table of Contents

PART III.	VERIFYING INCOME AND ASSETS	7-12
7-III.A.	Earned Income.....	7-13
	Tips.....	7-13
7-III.B.	Business And Self Employment Income	7-13
7-III.C.	Periodic Payments and Payments In Lieu Of Earnings.....	7-13
	Social Security/SSI Benefits	7-13
7-III.D.	Alimony or Child Support	7-13
7-III.E.	Assets and Income from Assets.....	7-14
	Assets Disposed of for Less than Fair Market Value	7-14
7-III.F.	Net Income from Rental Property.....	7-15
7-III.G.	Retirement Accounts.....	7-15
7-III.H.	Income from Excluded Sources	7-15
7-III.I.	Zero Annual Income Status.....	7-16
7-III-J.	Student Financial Assistance	7-16
7-III-K.	Parental Income of Students Subject to Eligibility Restrictions .	7-16
PART IV.	VERIFYING MANDATORY DEDUCTIONS.....	7-17
7-IV.A.	Dependent And Elderly/Disabled Household Deductions	7-17
	Dependent Deduction	7-17
	Elderly/Disabled Family Deduction	7-17
7-IV.B.	Medical Expense Deduction.....	7-17
	Amount of Expense	7-17
	Eligible Household.....	7-18
	Qualified Expenses.....	7-18
	Unreimbursed Expenses	7-18
	Expenses Incurred in Past Years.....	7-18
7-IV.C.	Disability Assistance Expenses.....	7-18
	Amount of Expense	7-19
	Family Member is a Person with Disabilities.....	7-19
	Family Member(s) Permitted to Work	7-19
	Unreimbursed Expenses	7-20
7-IV.D.	Child Care Expenses	7-20
	Eligible Child.....	7-20
	Unreimbursed Expense	7-20
	Pursuing an Eligible Activity	7-21
	Allowable Type of Child Care	7-21
	Reasonableness of Expenses	7-22
Exhibit 7-1:	Excerpt From HUD Verification Guidance Notice (PIH 2004-01, pp. 11-14)	7-23
Exhibit 7-2:	Summary Of Documentation Requirements For Noncitizens [HCV GB, pp. 5-9 and 5-10].....	7-27

Administrative Plan -Table of Contents

Chapter 8 HOUSING QUALITY STANDARDS AND RENT REASONABLENESS DETERMINATIONS

[24 CFR 982 Subpart I and 24 CFR 982.507]

PART I:	PHYSICAL STANDARDS.....	8-1
8.I.A.	General HUD Requirements	8-1
	HUD Performance and Acceptability Standards	8-1
	Tenant Preference Items	8-2
	Modifications to Provide Accessibility	8-2
8.I.B.	Additional Local Requirements	8-3
	Thermal Environment [HCV GB p.10-7].....	8-3
	Clarifications of HUD Requirements	8-3
8.I.C.	Life Threatening Conditions [24 CFR 982.404(a)].....	8-3
	Smoke Detectors	8-4
8-I.D.	Owner And Family Responsibilities [24 CFR 982.404].....	8-4
	Family Responsibilities	8-4
	Owner Responsibilities	8-5
8-I-E.	Special Requirements For Children With Environmental ⁵ Intervention Blood Lead Level [24 CFR 35.1225]	8-5
8-I-F.	Violation Of HQS Space Standards [24 CFR 982.403]	8-5
PART II:	THE INSPECTION PROCESS.....	8-5
8-II.A.	Overview [24 CFR 982.405].....	8-5
	Types of Inspections.....	8-5
	Inspection of PHA-owned Units [24 CFR 982.352(b)].....	8-6
	Inspection Costs	8-6
	Notice and Scheduling.....	8-6
	Attendance at inspections by owner and family.....	8-7
8-II.B.	Initial HQS Inspection [24 CFR 982.401(a)]	8-7
	Timing of Initial Inspections	8-7
	Inspection Results and Reinspections	8-7
	Utilities	8-7
	Appliances	8-8
8.II.C.	Annual HQS Inspections [24 CFR 982.405(a)]	8-8
	Scheduling the Inspection.....	8-8
8-II.D.	Special Inspections [HCV GB p. 10-30]	8-8
8-II.E.	Quality Control Inspections [24 CFR 982.405(b), HCV GB p. 10-32]	8-8
8.II.F.	Inspection Results And Reinspections For Units Under HAP Contract	8-8
	Notification of Corrective Actions	8-9
	Extensions	8-9
	Reinspections	8-10
8.II.G.	Enforcing Owner Compliance	8-10
	HAP Abatement.....	8-10
	HAP Contract Termination.....	8-10

Administrative Plan -Table of Contents

8.II.H.	Enforcing Family Compliance With HQS [24 CFR 982.404(b)].	8-11
PART III:	RENT REASONABLENESS [24 CFR 982.507]	8-11
8-III.A.	Overview	8-11
	AHA-owned Units [24 CFR 982.352(b)]	8-11
8-III.B.	When Rent Reasonableness Determinations Are Required	8-12
	Owner-initiated Rent Determinations	8-12
	AHA- and HUD-Initiated Rent Reasonableness Determinations	8-12
8-III.C.	How Comparability Is Established	8-13
	Factors to Consider	8-13
	Units that Must Not be Used as Comparables	8-13
	Rents Charged for Other Units on the Premises	8-13
8-III.D.	AHA Rent Reasonableness Methodology	8-13
	How Market Data is Collected	8-13
	How Rents are Determined	8-14
Exhibit 8-1:	Overview Of HUD Housing Quality Standards	8-15
Exhibit 8-2:	Summary Of Tenant Preference Areas Related To Housing Quality	8-18

Administrative Plan -Table of Contents

Chapter 9 GENERAL LEASING POLICIES

9-I.A.	Tenant Screening.....	9-1
9-I.B.	Requesting Tenancy Approval [Form HUD-52517].....	9-2
9-I.C.	Owner Participation.....	9-3
9-I.D.	Eligible Units	9-4
	Ineligible Units [24 CFR 982.352(a)].....	9-4
	AHA-Owned Units [24 CFR 982.352(b)].....	9-4
	Special Housing Types [24 CFR 982 Subpart M]	9-4
	Duplicative Assistance [24 CFR 982.352(c)]	9-5
	Housing Quality Standards (HQS) [24 CFR 982.305 and 24 CFR 982.401]	9-5
	Unit Size	9-5
	Rent Reasonableness [24 CFR 982.305 and 24 CFR 982.507]	9-5
	Rent Burden [24 CFR 982.508]	9-6
9-I.E.	Lease And Tenancy Addendum.....	9-6
	Lease Form and Tenancy Addendum [24 CFR 982.308]	9-6
	Lease Information [24 CFR 982.308(d)]	9-6
	Term of Assisted Tenancy	9-7
	Security Deposit [24 CFR 982.313 (a) and (b)].....	9-7
	Separate Non-Lease Agreements between Owner and Tenant	9-7
	AHA Review of Lease.....	9-8
9-I.F.	Tenancy Approval [24 CFR 982.305].....	9-9
9-I.G.	HAP Contract Execution [24 CFR 982.305]	9-9
9-I.H.	Changes In Lease Or Rent [24 CFR 982.308]	9-10

Administrative Plan -Table of Contents

Chapter 10

MOVING WITH CONTINUED ASSISTANCE AND PORTABILITY

PART I.	MOVING WITH CONTINUED ASSISTANCE	10-1
10-I.A.	Allowable Moves	10-1
10-I.B.	Restrictions On Moves	10-2
	Denial of Moves	10-2
	Restrictions on Elective Moves [24 CFR 982.314(c)]	10-2
10-I.C.	Moving Process	10-3
	Notification	10-3
	Approval	10-3
	Reexamination of Family Income and Composition	10-3
	Voucher Issuance and Briefing	10-3
	Housing Assistance Payments [24 CFR 982.311(d)]	10-4
PART II:	PORTABILITY	10-4
10-II.A.	Overview	10-4
10-II.B.	Initial PHA Role	10-5
	Allowable Moves under Portability	10-5
	Determining Income Eligibility	10-6
	Reexamination of Family Income and Composition	10-6
	Briefing	10-7
	Voucher Issuance and Term	10-7
	Voucher Extensions and Expiration	10-7
	Initial Contact with the Receiving PHA	10-8
	Sending Documentation to the Receiving PHA	10-8
	Initial Billing Deadline [Notice PIH 2004-12]	10-9
	Monthly Billing Payments [24 CFR 982.355(e), Notice PIH 2004-12]	10-9
	Annual Updates of Form HUD-50058	10-9
	Subsequent Family Moves	10-10
	Denial or Termination of Assistance [24 CFR 982.355(c)(9)]	10-10
10-II.C.	Receiving PHA Role	10-10
	Initial Contact with Family	10-10
	Briefing	10-11
	Income Eligibility and Reexamination	10-11
	Voucher Issuance	10-12
	Notifying the Initial PHA	10-12
	Administering a Portable Family's Voucher	10-13
	Absorbing a Portable Family	10-15

Administrative Plan -Table of Contents

Chapter 11 REEXAMINATIONS

PART I:	ANNUAL REEXAMINATIONS [24 CFR 982.516].....	11-1
	11-I.A. Overview	11-1
	11-I.B. Scheduling Annual Reexaminations	11-1
	Notification of and Participation in the Annual Reexamination Process.....	11-2
	11-I.C. Conducting Annual Reexaminations	11-2
	11-I.D. Determining Ongoing Eligibility of Certain Students.....	11-3
	11-I.E. Effective Dates.....	11-4
PART II:	INTERIM REEXAMINATIONS [24 CFR 982.516].....	11-5
	11-II.A. Overview	11-5
	11-II.B. Changes In Family And Household Composition	11-5
	New Family Members <u>Not</u> Requiring Approval	11-5
	New Family and Household Members Requiring Approval..	11-5
	Departure of a Family or Household Member	11-6
	11-II.C. Changes Affecting Income Or Expenses	11-6
	AHA-Initiated Interim Reexaminations	11-7
	Family-Initiated Interim Reexaminations.....	11-7
	11-II.D. Processing The Interim Reexamination	11-8
	Method of Reporting	11-8
	Effective Dates	11-8
PART III:	RECALCULATING FAMILY SHARE AND SUBSIDY AMOUNT	11-8
	11-III.A. Overview	11-8
	11-III.B. Changes In Payment Standards And Utility Allowances	11-9
	Payment Standards [24 CFR 982.505]	11-9
	Subsidy Standards [24 CFR 982.505(c)(4)].....	11-9
	Utility Allowances [24 CFR 982.517(d)]	11-9
	11-III.C. Notification Of New Family Share And HAP Amount	11-10
	11-III.D. Discrepancies	11-10

Administrative Plan -Table of Contents

Chapter 12 TERMINATION OF ASSISTANCE AND TENANCY

PART I:	 GROUND S FOR TERMINATION OF ASSISTANCE	12-1
	12-I.A. Overview	12-1
	12-I.B. Family No Longer Requires Assistance [24 CFR 982.455]	12-1
	12-I.C. Family Chooses To Terminate Assistance	12-1
	12-I.D. Mandatory Termination Of Assistance	12-2
	Eviction [24 CFR 982.552(b)(2)]	12-2
	Failure to Provide Consent [24 CFR 982.552(b)(3)]	12-2
	Failure to Document Citizenship [24 CFR 982.552(b)(4) and [24 CFR 5.514(c)]	12-2
	Failure to Provide Social Security Documentation [24 CFR 5.218(c)]	12-3
	Methamphetamine Manufacture or Production [24 CFR 983.553(b)(1)(ii)]	12-3
	Failure of Students to Meet Ongoing Eligibility Requirements [24 CFR 982.552(b)(5) and FR 4/10/06]	12-3
	12-I.E. Mandatory Policies And Other Authorized Terminations	12-3
	Mandatory Policies [24 CFR 982.553(b) and 982.551(l)]	12-3
	Other Authorized Reasons for Termination of Assistance [24 CFR 982.552(c)]	12-5
PART II:	 APPROACH TO TERMINATION OF ASSISTANCE	12-7
	12-II.A. Overview	12-7
	12-II.B. Method Of Termination [24 CFR 982.552(a)(3)]	12-7
	12-II.C. Alternatives To Termination Of Assistance	12-7
	Change in Household Composition	12-7
	Repayment of Family Debts	12-8
	12-II.D. Criteria For Deciding To Terminate Assistance	12-8
	Evidence	12-8
	Consideration of Circumstances [24 CFR 982.552(c)(2)(i)]	12-8
	Reasonable Accommodation [24 CFR 982.552(c)(2)(iv)]	12-9
	12-II.E. Terminating the Assistance of Domestic Violence, Dating Violence, or Stalking Victims and Perpetrators [Pub.L. 109-162]	12-9
	AHA Confidentiality Requirements	12-11
	12-II.F. Termination Notice [HCV GB, p. 15-7]	12-11
	Notice of Termination Based on Citizenship Status [24 CFR 5.514 (c) and (d)]	12-11
	12-II.G. How Termination Of Assistance Affects The HAP Contract And Lease	12-12
PART III:	 TERMINATION OF TENANCY BY THE OWNER	12-12
	12-III.A. Overview	12-12
	12-III.B. Grounds For Owner Termination Of Tenancy [24 CFR 982.310 and Form HUD-52641-A, Tenancy Addendum]	12-12
	Serious or Repeated Lease Violations	12-12
	Violation of Federal, State, or Local Law	12-12

Administrative Plan -Table of Contents

Criminal Activity or Alcohol Abuse	12-12
Other Good Cause.....	12-13
12-III.C. Eviction [24 CFR 982.310(e) and (f) and Form HUD-52641-A, Tenancy Addendum].....	12-14
12-III.D. Deciding Whether To Terminate Tenancy [24 CFR 982.310(h)]	12-14
12-III.E. Effect Of Termination Of Tenancy on the Family's Assistance.....	12-15
Exhibit 12-1:Statement Of Family Obligations.....	12-16

Administrative Plan -Table of Contents

Chapter 13 OWNERS

PART I.	OWNERS IN THE HCV PROGRAM.....	13-1
13-I.A.	Owner Recruitment And Retention [HCV GB, pp. 2-4 to 2-6]....	13-1
	Recruitment	13-1
	Retention	13-2
13-I.B.	Basic HCV Program Requirements.....	13-2
13-I.C.	Owner Responsibilities [24 CFR 982.452]	13-4
13-I.D.	Owner Qualifications	13-4
	Owners Barred from Participation [24 CFR 982.306(a) and (b)]	13-4
	Leasing to Relatives [24 CFR 982.306(d), HCV GB p. 11-2].....	13-5
	Conflict of Interest [24 CFR 982.161; HCV GB p. 8-19].....	13-5
	Owner Actions That May Result in Disapproval of a Tenancy Request [24 CFR 982.306(c)].....	13-6
	Legal Ownership of Unit	13-7
13-I.E.	Non-Discrimination [HAP Contract – Form HUD-52641].....	13-7
PART II.	HAP CONTRACTS.....	13-7
13-II.A.	Overview	13-7
13-II.B.	HAP Contract Contents.....	13-8
13-II.C.	HAP Contract Payments	13-9
	General.....	13-9
	Owner Certification of Compliance	13-10
	Late HAP Payments [24 CFR 982.451(a)(5)]	13-10
	Termination of HAP Payments	13-10
13-II.D.	Breach Of HAP Contract [24 CFR 982.453].....	13-11
13-II.E.	HAP Contract Term And Terminations.....	13-12
13-II.F.	Change In Ownership / Assignment Of The HAP Contract [HUD-52641].....	13-13

Administrative Plan -Table of Contents

Chapter 14 PROGRAM INTEGRITY

PART I:	PREVENTING, DETECTING, AND INVESTIGATING ERRORS AND PROGRAM ABUSE	14-1
	14-I.A. Preventing Errors And Program Abuse	14-1
	14-I.B. Detecting Errors And Program Abuse	14-2
	Quality Control and Analysis of Data	14-2
	Independent Audits and HUD Monitoring	14-2
	Individual Reporting of Possible Errors and Program Abuse	14-2
	14-I.C. Investigating Errors And Program Abuse	14-2
	When the PHA Will Investigate	14-2
	Consent to Release of Information [24 CFR 982.516]	14-3
	Analysis and Findings	14-3
	Consideration of Remedies	14-3
	Notice and Appeals	14-3
PART II:	CORRECTIVE MEASURES AND PENALTIES	14-4
	14-II.A. Subsidy Under- Or Overpayments	14-4
	Corrections	14-4
	Reimbursement	14-4
	14-II.B. Family-Caused Errors And Program Abuse	14-4
	Family Reimbursement to PHA [HCV GB pp. 22-12 to 22-13]	14-4
	AHA Reimbursement to Family [HCV GB p. 22-12]	14-4
	Prohibited Actions	14-5
	Penalties for Program Abuse	14-5
	14-II.C. Owner-Caused Error Or Program Abuse	14-5
	Owner Reimbursement to the AHA	14-6
	Prohibited Owner Actions	14-6
	Remedies and Penalties	14-6
	14-II.D. AHA-Caused Errors Or Program Abuse	14-7
	Repayment to the PHA	14-7
	PHA Reimbursement to Family or Owner	14-7
	Prohibited Activities	14-7
	14-II.E. Criminal Prosecution	14-7
	14-II.F. Fraud And Program Abuse Recoveries	14-8

Administrative Plan -Table of Contents

CHAPTER 15 PROGRAM ADMINISTRATION

PART I:	ADMINISTRATIVE FEE RESERVE [24 CFR 982.155]	15-1
PART II:	SETTING PROGRAM STANDARDS AND SCHEDULES	15-2
	15-II.A. Overview	15-2
	15-II.B. Payment Standards [24 CFR 982.503; HCV GB, Chapter 7]....	15-2
	Updating Payment Standards	15-3
	Exception Payment Standards [982.503(c)]	15-4
	Unit-by-Unit Exceptions [24 CFR 982.503(c)(2)(ii)].....	15-4
	"Success Rate" Payment Standard Amounts [24 CFR 982.503(e)].....	15-4
	Decreases in the Payment Standard Below the Basic Range [24 CFR 982.503(d)].....	15-5
	15-II.C. Utility Allowances [24 CFR 982.517]	15-5
	Air Conditioning	15-5
	Reasonable Accommodation	15-5
	Utility Allowance Revisions	15-6
PART III:	INFORMAL REVIEWS AND HEARINGS	15-6
	15-III.A. Overview	15-6
	15-III.B. Informal Reviews	15-6
	Decisions Subject to Informal Review	15-6
	Notice to the Applicant [24 CFR 982.554(a)]	15-7
	Scheduling an Informal Review	15-7
	Informal Review Procedures [24 CFR 982.554(b)]	15-7
	Informal Review Decision [24 CFR 982.554(b)].....	15-7
	15-III.C. Informal Hearings For Participants [24 CFR 982.555].....	15-8
	Decisions Subject to Informal Hearing.....	15-8
	Informal Hearing Procedures	15-9
	15-III.D. Hearing and Appeal Provisions For Non-Citizens [24 CFR 5.514].....	15-14
	Notice of Denial or Termination of Assistance [24 CFR 5.514(d)].....	15-14
	USCIS Appeal Process [24 CFR 5.514(e)].....	15-15
	Informal Hearing Procedures for Applicants [24 CFR 5.514(f)].....	15-15
	Retention of Documents [24 CFR 5.514(h)].....	15-16
PART IV:	OWNER OR FAMILY DEBTS TO THE PHA	15-17
	15-IV.A. Overview	15-17
	15-IV.B. Repayment Policy	15-17
	Owner Debts to the AHA	15-17
	Family Debts to the AHA	15-17
	Repayment Agreement [24 CFR 792.103].....	15-18
	Repayment Agreement Guidelines	15-18

Administrative Plan -Table of Contents

PART V:	RECORD KEEPING	15-19
	15-V.A. Overview	15-19
	15-V.B. Record Retention [24 CFR 982.158]	15-19
	15-V.C. Records Management.....	15-20
	Privacy Act Requirements [24 CFR 5.212 and Form-9886]	15-20
	Upfront Income Verification (UIV) Records.....	15-20
	Criminal Records	15-20
	Medical/Disability Records.....	15-21
PART VI:	REPORTING AND RECORD KEEPING FOR CHILDREN WITH ENVIRONMENTAL INTERVENTION BLOOD LEAD LEVEL.....	15-21
	15-VI.A. Overview	15-21
	15-VI.B. Reporting Requirement [24 CFR 35.1225(e)]	15-21
	15-VI.C. Data Collection And Record Keeping [24 CFR 35.1225(f)]	15-21
PART VII:	REPORTING REQUIREMENTS OF VIOLENCE AGAINST WOMEN ACTIO (VAWA)	15-22
	15-VII.A. Notification to Participants.....	15-22
	15-VII.B. Notification to Applicants.....	15-22
	15-VII.C. Notification to Owners and Managers	15-22

Administrative Plan -Table of Contents

CHAPTER 16 PROJECT-BASED VOUCHERS

INTRODUCTION.....	16-1
PART I: GENERAL REQUIREMENTS.....	16-2
16-I.A. Overview [24 CFR 983.5]	16-2
16-I.B. Tenant-Based vs. Project-Based Voucher Assistance [24 CFR 983.2]	16-2
16-I.C. Relocation Requirements [24 CFR 983.7]	16-2
16-I.D. Equal Opportunity Requirements [24 CFR 983.8]	16-3
PART II: PBV OWNER PROPOSALS	
16-II.A. Overview	16-3
16-II.B. Owner Proposal Selection Procedures [24 CFR 983.51].....	16-3
Solicitation and Selection of PBV Proposals [24 CFR 983.51(b) and (c)].....	16-4
AHA Requests for Proposals for Existing Housing Units	16-4
AHA Selection of Proposals Subject to a Previous Competition under a Federal, State, or Local Housing Assistance Program	16-5
AHA-owned Units [24 CFR 983.51(e) and 983.59].....	16-5
AHA Notice of Owner Selection [24 CFR 983.51(d)]	16-6
16-II.C. Housing Type [24 CFR 983.52]	16-6
16-II.D. Prohibition of Assistance for Certain Units	16-7
Ineligible Housing Types [24 CFR 983.53]	16-7
Subsidized Housing [24 CFR 983.54]	16-7
16-II.E. Subsidy Layering Requirements [24 CFR 983.55]	16-7
16-II.F. Cap on Number of PBV Units in Each Building	16-8
25 Percent per Building Cap [24 CFR 983.56(a)]	16-8
Exceptions to 25 Percent per Building Cap [24 CFR 983.56(b)].....	16-8
Supportive Services	16-8
Promoting Partially-Assisted Buildings [24 CFR 983.56(c)].....	16-9
16-II.G. Site Selection Standards	16-9
Compliance with PBV Goals, Civil Rights Requirements and HQS Site Standards [24 CFR 983.57(b)]	16-9
Existing and Rehabilitated Housing Site and Neighborhood Standards [24 CFR 983.57(d)]	16-10
New Construction Site and Neighborhood Standards [24 CFR 983.57(e)].....	16-11
16-II.H. Environmental Review [24 CFR 983.58].....	16-11
PART III: DWELLING UNITS	
16-III.A. Overview	16-12
16-III.B. Housing Quality Standards [24 CFR 983.101].....	16-12
Lead-based Paint [24 CFR 983.101(c)].....	16-12

Administrative Plan -Table of Contents

16-III.C.	Housing Accessibility for Persons with Disabilities	16-12
16-III.D.	Inspecting Units	
	Pre-selection Inspection [24 CFR 983.103(a)].....	16-13
	Pre-HAP Contract Inspections [24 CFR 983.103(b)]	16-13
	Turnover Inspections [24 CFR 983.103(c)].....	16-13
	Annual Inspections [24 CFR 983.103(d)].....	16-13
	Other Inspections [24 CFR 983.103(e)].....	16-13
	Inspecting AHA-owned Units [24 CFR 983.103(f)]	16-14
 PART IV: REHABILITATED AND NEWLY CONSTRUCTED UNITS		
16-IV.A.	Overview [24 CFR 983.151]	16-14
16-IV.B.	Agreement to Enter into HAP Contract.....	16-14
	Content of the Agreement [24 CFR 983.152(c)]	16-14
	Execution of the AHAP [24 CFR 983.153].....	16-15
16-IV.C.	Conduct of Development Work.....	16-15
	Labor Standards [24 CFR 983.154(b)]	16-15
	Equal Opportunity [24 CFR 983.154(c)]	16-15
	Owner Disclosure [24 CFR 983.154(d) and (e)]	16-15
16-IV.D.	Completion of Housing	16-16
	Evidence of Completion [24 CFR 983.155(b)].....	16-16
	AHA Acceptance of Completed Units [24 CFR 983.156].....	16-16
 PART V: HOUSING ASSISTANCE PAYMENTS CONTRACT (HAP)		
16-V.A.	Overview	16-16
16-V.B.	HAP Contract Requirements	16-16
	Contract Information [24 CFR 983.203].....	16-16
	Execution of the HAP Contract [24 CFR 983.204].....	16-17
	Term of HAP Contract [24 CFR 983.205]	16-17
	Remedies of HQS Violations [24 CFR 983.207(b)]	16-18
16-V.C.	Amendments to the HAP Contract	16-19
	Substitution of Contract Units [24 CFR 983.206(a)]	16-19
	Addition of Contract Units [24 CFR 983.206(b)]	16-19
16-V.D.	HAP Contract Year, Anniversary and Expiration Dates [24 CFR 983.205(c) and 983.302(e)].....	16-19
16-V.E.	Owner Responsibilities under the HAP.....	16-19
16-V.F.	Additional HAP Requirements	16-20
	Housing Quality and Design Requirements [24 CFR 983.101(e) and 983.207(a)]	16-20
	Vacancy Payments [24 CFR 983.352(b)]	16-20
 PART VI: SELECTION OF PBV PROGRAM PARTICIPANTS.....		
16-VI.A.	Overview	16-21
16-VI.B.	Eligibility for PBV Assistance [24 CFR 983.251(a) and (b)] ...	16-21
	In-Place Families [24 CFR 983.251(b)]	16-21
16-VI.C.	Organization of the Waiting List [24 CFR 983.251(c)]	16-22
16-VI.D.	Selection from the Waiting List [24 CFR 983.251(c)].....	16-22

Administrative Plan -Table of Contents

	Income Targeting [24 CFR 983.251(c)(6)].....	16-22
	Units with Accessibility Features [24 CFR 983.251(c)(7)].....	16-22
	Preferences [24 CFR 983.251(d)]	16-22
16-VI.E.	Offer of PBV Assistance	16-22
	Refusal of Offer [24 CFR 983.251(e)(3)]	16-22
	Disapproval by Landlord [24 CFR 983.251(e)(2)].....	16-23
	Acceptance of Offer [24 CFR 983.252].....	16-23
16-VI.F.	Owner Selection of Tenants	16-23
	Leasing [24 CFR 983.253(a)]	16-23
	Filling Vacancies [24 CFR 983.254(a)]	16-23
	Reduction in HAP Contract Units Due to Vacancies [24 CFR 983.254(b)].....	16-24
16-VI.G.	Tenant Screening [24 CFR 983.255]	16-24
	AHA Responsibility	16-24
	Owner Responsibility.....	16-25
 PART VII: OCCUPANCY		
16-VII.A.	Overview	16-25
16-VII.B.	Lease [24 CFR 983.256]	16-25
	Form of Lease [24 CFR 983.256(b)].....	16-25
	Lease Requirements [24 CFR 983.256(c)]	16-25
	Tenancy Addendum [24 CFR 983.245(d)].....	16-26
	Initial Term and Lease Renewal [24 CFR 983.245(f) and 983.257(b)]	16-26
	Changes in the Lease [24 CFR 983.256(e)].....	16-26
	Owner Termination of Tenancy [24 CFR 983.257]	16-26
	Security Deposits [24 CFR 983.258]	16-27
16-VII.C.	Moves.....	16-27
	Overcrowded, Under-Occupied, and Accessible Units [24 CFR 983.259]	16-27
	Family Right to Move [24 CFR 983.260].....	16-28
16-VII.D.	Exceptions to the Occupancy Cap [24 CFR 983.261]	16-28
 PART VIII: DETERMINING RENT TO OWNER		
16-VIII.A.	Overview	16-29
16-VIII.B.	Rent Limits [24 CFR 983.301]	16-29
	Certain Tax Credit Units [24 CFR 983.301(c)].....	16-29
	Definitions.....	16-30
	Use of FMRs, Exception Payment Standards, and Utility Allowances [24 CFR 983.301(f)]	16-30
	Redetermination of Rent [24 CFR 983.302]	16-30
	AHA-owned Units [24 CFR 983.301(g)].....	16-31
16-VIII.C.	Reasonable Rent [24 CFR 983.303]	16-31
	When Rent Reasonable Determinations are Required.....	16-31
	How to Determine Reasonable Rent	16-31
	AHA-owned Units	16-32

Administrative Plan -Table of Contents

	Owner Certification of Reasonable Rent	16-32
16-VIII.D.	Effect of Other Subsidy and Rent Control.....	16-32
	Other Subsidy.....	16-32
	Combining Subsidy	16-33
	Rent Control	16-33
PART IX:	PAYMENTS TO OWNER	16.33
16-IX.A.	Housing Assistance Payments [24 CFR 983.351].....	16-33
16-IX.B.	Vacancy Payments [24 CFR 983.352].....	16-33
16-IX.C.	Tenant Rent to Owner [24 CFR 983.353]	16-33
	Tenant and AHA Responsibilities	16-34
	Utility Reimbursements.....	16-34
16-IX.D.	Other Fees and Charges [24 CFR 983.354].....	16-34
	Meals and Supportive Services	16-34
	Other Charges by Owner.....	16-34

GLOSSARY