

Administrative Plan Change Log 2023

Page number	Description of change
Introduction, intro-ii	Updated resource documents and locations.
Chapter 3, pages 3-25 and 3-26	Removed “A conviction will be given more weight than an arrest.”
Chapter 3, page 3-27	Added verbiage regarding notification and dispute instruction when admission is denied due to family debts show in HUD’s EIV system.
Chapter 5, page 5-6	Added verbiage regarding effective communications with persons with disabilities.
Chapter 6, page 6-10	Added PHA Policy regarding mileage reimbursement for Resident Advisory Board members.
Chapter 7, page 7-2, 7-9, 7-10	Removed verbiage requiring self-certifications to be signed in the presence of a PHA representative or notary public.
Chapter 7, page 7-13	Added “not” to “the PHA will remove and destroy copies of documentation accepted as evidence of social security numbers.”
Chapter 7, page 7-21	Added verbiage regarding determination of annual Social Security and SSI income.
Chapter 11, page 11-9	Added verbiage regarding income reexamination when members are added to a household.
Chapter 12, page 12-9	Updated criteria and instructions for terminating HAP contracts due to insufficient funding to include protections for families that include elderly or disabled family members.
Chapter 15, throughout	Updated form information with verbiage to be included for each Special Housing Type.
Chapter 15, throughout	Updated lead based paint restriction to include, “unless a child under the age of six is expected to reside in the unit.”
Chapter 15, page 15-6	Updated prorata share calculation for assisted households for occupants in group homes.
Chapter 15, page 15-7	Added “Doors and windows accessible from outside the unit must be lockable.” To Space and Security requirements for group homes.
Chapter 15, pages 15-8, 15-9, 15-10	Substantial updates made to Shared Housing section.
Chapter 15, page 15-11	Substantial updates made to Cooperative Housing section.
Chapter 15, page 15-14	Updated verbiage under Rent Reasonableness under the Manufactured Homes section to include, “If requested by the PHA, the owner must give the PHA information on rents charged by the owner for other manufactured home spaces.”

Chapter 16, page 16-1	Added paragraph to Part 1: Administrative Fee Reserve regarding uses of administrative fee funding.
Chapter 16, page 16-5	Added paragraph to Exception Payment Standards regarding HUD-Veterans Affairs Supportive Housing (HUD-VASH) exception payment standards.
Chapter 16, page 16-28 to 16-32	Substantial updates made to Part IV: Owner or Family Debts to the PHA.
Chapter 16, pages 16-35, 16-36, 16-37	Minor changes to verbiage of SEMAP Indicators.
Chapter 16, page 16-39	Updated verbiage regarding length of time for records retention.
Chapter 17, page 17-5	Added verbiage under Screening section regarding state sex offender registration.
Chapter 17, page 17-7	Added paragraph titled: Exception Payment Standards.
Chapter 17, page 17-9	Added new paragraph: Portability Outside of the Initial VAMC or DSP's Catchment Area under VAWA.
Chapter 17, page 17-9	Updated verbiage under VAWA section regarding termination of VASH vouchers.
Chapter 17, page 17-12	Added new paragraph: Failure to Participate in Case Management
Multiple	Updated references and gendered language throughout.