

**Admissions and Continued Occupancy Policy Addendum
Greater Gadsden Housing Authority (GGHA)
This Addendum is being Executed in Accordance Notice PIH 2020-05
Effective April 10, 2020**

Pursuant to the authority provided under the Coronavirus Aid, Relief and Economic Security (CARES) Act (Public Law 116-136), HUD waived and established alternative requirements for numerous statutory and regulatory requirements for the Public Housing Program, The GGHA determined which waivers would be of most beneficial to continue operations during the COVID-19 Pandemic and implement the waivers listed below:

1. Family Income and Composition: Annual/Interim Examination - Income Verification Requirements (PH and HCV-3 & PH and HCV-4)

The GGHA is temporarily suspending the mandatory use of income hierarchy described by PIH Notice 2018-18 and will forgo third-party income verification requirements for reexaminations, including the use of EIV when determined necessary to complete annual/interim reexaminations in a timely manner. Self-certification will be considered the highest form of income verification to process reexaminations when EIV or other third-party verification is not readily available (delayed). This may occur over the telephone (but must be documented by PHA staff with a contemporaneous written record), through an email or postal mail with a self-certification form by the tenant, or through other electronic communications.

Families will be reminded of their obligation to provide true and complete information when contacted using these flexibilities. If material differences arise later between resident certified income/deductions and EIV or other verifiable sources, residents will be charged retroactive rent and required to repay any amount due or risk lease termination.

The GGHA is further suspending the requirement for in-person interviews and delaying the signing of replacement pages of the lease. Rent changes will be made by a Notice of Rent Change and shall be made a part of the lease until conditions allow for in-person interviews.

These modified verification requirements shall end on July 31, 2020, unless extended by HUD. Extended until June 30, 2021, **Extended until December 31, 2021**

2. Community Service and Self-Sufficiency Requirement (CSSR) (PH-5)

GGHA is adopting the waiver to suspend the community service and self-sufficiency requirements for each adult resident of public housing, except for any family member that is exempt, contribute 8 hours per month of community service or participate in an economic self-sufficiency program or a combination of both. Residents will not be subject to this requirement until the family's next annual reexamination.

Upon the family's next annual reexamination, GGHA should report on Form HUD-50058 each individual's CSSR status as either exempt for those that are exempt, or pending for those that are otherwise eligible but for which the suspension prevents a housing authority from determining compliance.

This waiver ends on March 31, 2021, unless extended by HUD. Extended until June 30, 2021, **Extended until April 30, 2022**

**Housing Choice Voucher (Section 8) Administrative Plan
Greater Gadsden Housing Authority (GGHA)
This Addendum is being Executed in Accordance Notice PIH 2020-05
Effective April 10, 2020**

Pursuant to the authority provided under the Coronavirus Aid, Relief and Economic Security (CARES) Act (Public Law 116-136), HUD waived and established alternative requirements for numerous statutory and regulatory requirements for the Housing Choice Voucher (Section 8) Program, The GGHA determined which waivers would be of most beneficial to continue operations during the COVID-19 Pandemic and implement the waivers listed below:

1. Family Income and Composition: Annual/Interim Examination - Income Verification Requirements (PH and HCV-3 and 4)

The GGHA is temporarily suspending the mandatory use of income hierarchy described by PIH Notice 2018-18 and will forgo third-party income verification requirements for reexaminations, including the use of EIV when determined necessary to complete annual/interim reexaminations in a timely manner. Self-certification will be considered the highest form of income verification to process reexaminations when EIV or other third-party verification is not readily available (delayed). This may occur over the telephone (but must be documented by PHA staff with a contemporaneous written record), through an email or postal mail with a self-certification form by the tenant, or through other electronic communications.

Families will be reminded of their obligation to provide true and complete information when contacted using these flexibilities. If material differences arise later between resident certified income/deductions and EIV or other verifiable sources, residents will be charged retroactive rent and required to repay any amount due or risk termination from the program.

The GGHA is further suspending the requirement for in-person interviews.

These modified verification requirements shall end on July 31, 2020, unless extended by HUD. Extended until June 30, 2021, **Extended until December 31, 2021**

2. Housing Quality Standards (HQS) Inspections

a. Initial Inspection Requirements (HQS-1)

GGHA is suspending the requirement to inspect units before any assistance payment is made to determine whether the unit meets HQS and as an alternative, GGHA will rely on the owner's certification that the owner has no reasonable basis to have knowledge that life threatening conditions exist in the unit or units in question instead of conducting an initial inspection. GGHA will conduct an HQS inspection on the unit as soon as reasonably possible but no later than October 31, 2020.

This alternative to allow owner certification will end on July 31, 2020, unless extended by HUD. Extended until June 30, 2021, **Extended until December 31, 2021**

b. Biennial Inspections (HQS-5)

GGHA is implementing the waiver to delay biennially inspections until reasonably safe to perform inspections under COVID-19 protocols. All delayed inspection must be completed by October 31, 2020 unless extended by HUD. Extended until June 30, 2021, Extended until December 31, 2021, **THE LATEST HUD GUIDELINES FOR THIS WAIVER FOLLOW:** GGHA must resume biennial inspections by December 31,

2021. The PHA must conduct all delayed biennial inspections from CY 2020 as soon as reasonably possible but no later than June 30, 2022 and must conduct all delayed biennial inspections from CY 2021 as soon as reasonably possible but no later than December 31, 2022

Interim Inspections (HQS-6)

GGHA is implementing the waiver to use alternative means to confirm HQS compliance when notified by a family or government official that the assisted unit does not comply with the HQS.

If the reported deficiency is life-threatening, GGHA will notify the owner of the reported life-threatening deficiency and that the owner must either correct the life-threatening deficiency within 24 hours of the PHA notification or provide documentation (e.g., text or email a photo to GGHA) that the reported deficiency does not exist. In the case of a reported non-life-threatening deficiency, GGHA will notify the owner of the reported deficiency within 30 days and the owner must either make the repair or document that the deficiency does not exist within 30 days of the PHA notification or any approved GGHA extension.

This alternative means of verification will end on July 31, 2020 unless extended by HUD. Extended until June 30, 2021, **Extended until December 31, 2021**

c. **Quality Control Inspections (HQS-9)**

The requirement for the GGHA to conduct supervisory quality control inspections of a sampling of units under contract is waived until October 31, 2020. Extended until June 30, 2021, **Extended until December 31, 2021**

3. Information When Family is Selected - PHA Oral Briefing (HCV-2)

GGHA will implement the waiver for oral briefings. The GGHA will include everything covered in the required oral briefing in the information packet provided to families selected for the program in addition to providing an abbreviated oral briefing via telephone (or other acceptable means if required as a reasonable accommodation).

This waiver will end on July 31, 2020 unless extended by HUD. Extended until June 30, 2021, **Extended until December 31, 2021**

4. Term of Voucher – Extensions of Term (HCV-3)

Under HUD's waiver authority the GGHA will be more lenient in granting extensions of the voucher term than normally required under the Administrative Plan.

This waiver will end on July 31, 2020 unless extended by HUD. Extended until June 30, 2021, **Extended until December 31, 2021**

5. Absence from Unit (HCV-5)

GGHA is implementing the waiver to allow a family to be absent from the unit for a period of more than 180 consecutive calendar days due to extenuating circumstances (e.g., hospitalization, extended stays at nursing homes, caring for family members).

This waiver will expire on December 31, 2020, unless extended by HUD. No payments will be made beyond December 31, 2020, and the HAP contract will terminate on that date if the family is still absent from the unit. **Extended until December 31, 2021**

6. **Automatic Termination of HAP contract (HCV-6)**

GGHA is implementing the waiver to allow a family to remain on the program for more than 180 days when an HCV family's income increases to the extent that the housing assistance payment is reduced to \$0. The GGHA will provide written notice to the owner and family extending the period of time following the last payment to the owner that triggers the automatic termination of the HAP contract. The extension may not extend beyond December 31, 2020. **Extended until December 31, 2021**