

Section	Page Numbers	Summary of Changes Made in Admin Plan
Chapter 3: 3-I.B Definition of Family and Household	50-51	Change: Revised HACA’s policy regarding the definition of family to be in compliance with HUD’s definition and guidance regarding defining a family.
Chapter 3: 3-III.B. & C. PERMITTED REASONS FOR DENIAL OF ASSISTANCE	69-76	Change: Changes to the criminal screening portion of the eligibility criteria. Rationale: Proposed changes to the current criminal screening criteria to reduce barriers to individuals and families experiencing homelessness so they can have a better opportunity to move from the streets into stable housing. HACA recently applied for Mainstream vouchers to serve non-elderly disabled homeless households. The current criminal screening criteria could result in a 37% denial of vulnerable individuals referred to receive Mainstream Housing Choice Vouchers. The proposed revisions would reduce the denials from approx 37% to 18%. Lifetime look periods remain in tack for capital murder, kidnapping, rape or crimes of a sexual nature, indecency with a child, first degree felony injury to a child, crimes involving terrorism, arson and crimes involving explosives.
	69-70	Change: No change to Mandatory denials. Deleted definition that was misplaced in this section.
	71	Addition: The current admission’s screening criteria considers the arrest date as the start of the review period. The following language has been added to define the current policy. “If any household member has been convicted of the following criminal activities, during the designated review (look back) period, the family will be denied admission. The designated review period commences as of the date of the criminal offense.”

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	71-72	<p>Change: Lifetime look back periods remain in tack for all crimes previously included in this section to include: capital murder, kidnapping, rape or crimes of a sexual nature, indecency with a child, first degree felony injury to a child, crimes involving terrorism, arson and crimes involving explosives.</p> <p>For all denials in this section, changed to convictions and removed engaged in or attempted.</p>
	72	<p>Change: Manslaughter and Criminally Negligent Homicide - No change to look back period.</p> <p>Deleted words “currently engaged in or has engaged in”</p>
	72-73	<p>Change: <i>Specific crimes in this section continue to have a 4 year look back period from date of conviction except for alcohol related criminal activity.</i> Alcohol related criminal activity was reduced to 1 year for DWI/DUI conviction. Deleted words “currently engaged in or has engaged in.”</p> <p>Crimes that are in this 4 year look back category include the following:</p> <p>(1) Drug-related offenses for Manufacture, distribution, or possession with intent to distribute (2) Robbery-related offenses (3) Illegal possession/discharge/display/carrying of firearm or illegal weapon/ deadly weapon (4) Physical violence to persons to include assault, aggravated assault, assault by threat, terroristic threat and domestic violence offenses (5) Physical violence to property to include vandalism (6) fraud committed against a government entity (7) Burglary of a habitation (8) Unlawful Restraint (changed to conviction from misdemeanor)</p>

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	73-74	<p>Change: This section has been changed to reflect the following:</p> <p><u>Three year review (look back) period</u> If any household member has been convicted of the following criminal activities, the family will be denied admission:</p> <ul style="list-style-type: none"> (1) Stalking felony (2) Theft or fraud committed against a non-government entity (3) Public lewdness and indecent exposure offenses <p><u>Two year review (look back) period</u></p> <p>Drug-related offenses for possession - felony conviction. Removed a pattern of misdemeanor possession of marijuana.</p> <p><u>One year review (look back) period</u></p> <ul style="list-style-type: none"> (1) DWI/DUI - felony conviction <p>Patterns of criminal activity A pattern consists of three or more incidences, with a minimum of two or more incidences occurring within the last three years.</p> <ul style="list-style-type: none"> (1) A pattern of organized criminal activity (2) A pattern of prostitution (3) A pattern of misdemeanor harassment or domestic violence offenses (4) Added a pattern of misdemeanor terroristic threat offenses

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	74	<p>Addition: Clarifying language regarding the use of arrest records as follows: HACA will not deny an application solely on the basis of an arrest. If, however, HACA receives arrest information for a disqualifying activity, in addition to a prior conviction within a respective look-back period, it may take that arrest into consideration in making a decision with regard to an applicant’s assistance. Additional information may be considered, if available, including police reports, statements, disposition of criminal charges such as abandonment, plea, dismissal, prosecution or acquittal, and any other evidence relevant to determining whether or not the applicant engaged in the disqualifying activity. In sum, any evidence of criminal conduct will be considered if it indicates a demonstrable risk to safety of residents and/or property.</p> <p>Addition: Clarifying language regarding individualized assessment as follows: In making its decision to deny assistance, HACA will consider the criminal background discussed in Sections <u>3-III.E</u> and <u>3-III.E</u>, on an individual and case-by-case basis taking into consideration the nature and gravity of the offense and any other mitigating factors known and available.</p>
	76	<p>Moved: Threatened violent or abusive behavior language against HACA staff or contract employees’ policy has been moved from crimes section to previous behavior section. The look back period remains the same “within last four years.”</p>

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Applicant’s Grievance Procedure	77-78	<p>Addition: Applicant’s Grievance Procedure Included clarifying language regarding denials based on a criminal record or sex offender registration information and the applicants right to present mitigating and extenuating reasons why they should be considered as follows:</p> <p>“Individuals denied admissions based on a criminal record or sex offender registration information will be permitted to present mitigating and extenuating reasons for why they should be considered in light of a conviction including facts and circumstances surrounding criminal conduct, age at the time of conviction, evidence of good tenant history, employment, or rehabilitation.”</p> <p>Changed: formatting</p>
Chapter 4: Applications, Waiting List and Tenant Selection	104	<p>Addition: Added Mainstream Vouchers in the targeted funding section in anticipation of receiving Mainstream Vouchers for non-elderly persons with disabilities who are homeless or who are transitioning out of institutions or other segregated settings</p>
	105 & 110	<p>Addition: Required by the Mainstream NOFA application added preference for non-elderly persons with disabilities who are homeless and transitioning out of institutions or other segregated settings</p>
	108 & 109	<p>Addition: Added Project Based Rental Assistance (PBRA) to (H) Public Housing Special Accommodation Preference section</p>
	111 & 112	<p>Addition: Added policy to allow HACA to accept referrals from other agencies in addition to ARCIL (Area Resource Center for Independent Living) for the Non-Elderly Disabled Program and added verification and eligibility requirements.</p>

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	112 & 113	Addition: Added waiting list and referral policy for new Mainstream Vouchers in the event that HACA receives an award of these new vouchers.
	196	Addition: Added language regarding need for independent students to provide prior year income tax returns to verify the student is independent. Also, added that vulnerable youth doesn't need to provide written certification from a parent identifying the amount of support they'll provide.
Chapter 8: Housing Quality Standards	220	Addition: Lead-based paint policy added to be in compliance with new HUD requirements
Chapter 11: 11-I.E. Determining Ongoing Eligibility of Certain Students	255	Addition: Added clarifying policy regarding verifying income for families with 90% of income from fixed sources
Chapter 16: Program Administration	346-348 357	Addition: Added clarifying policy regarding repayment thresholds as defined in Notice PIH 2017-12 Addition: Added clarifying policy regarding reporting requirements for HACA and property owners who have children living in their property with elevated blood lead levels as defined and required in Notice PIH 2017-13

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Chapter 17: Project-Based Voucher	380 384 380, 381, 382,383 391, 392, 393,398, 421, 422, 426	<p>Change: Considering the future need to project-base vouchers for RAD conversions and redevelopment activities changed from the option to operate a project-based voucher program that utilizes up to 200 tenant base vouchers to 400 units.</p> <p>Change: To allow flexibility to project-base vouchers at Chalmers South added the following language. “HACA may elect to project-base vouchers not to exceed 43 units at Chalmers South or no more than half of the total units at Chalmers South.”</p> <p>Other changes throughout the chapter as a result of Notice PIH 2017-21 and FR Notice 1/18/17</p>
Chapter 18: Choice Mobility	436,437, 438	<p>Change: Minor changes to policies as a result of discussions in the Choice Mobility Committee meetings to include changing the selection of 1/3 of monthly vouchers issued rather than drawn from HCV waiting list.</p>