

Attachment
DBHA Administrative Plan – 2024 - Revisions

The Administrative Plan for Section 8 has been revised and has been formatted to match the format of Nan McKay's Administrative Plan. Formatting the DBHA'S Administrative Plan to that of Nan McKay will make future updates easier and will ensure that HUD regulations are incorporated into the DBHA'S Admin timely and accurately.

Chapter	Suggested New Policy	Current Policy
2-5	<p>2-I.C. DISCRIMINATION COMPLAINTS General Housing Discrimination Complaints Applicants or participants who believe that they have been subject to unlawful discrimination may notify the DBHA either orally or in writing. Within 10 business days of receiving the complaint, the DBHA will investigate and attempt to remedy discrimination complaints made against the DBHA. The DBHA will also advise the family of their right to file a fair housing complaint with HUD's Office of Fair Housing and Equal Opportunity (FHEO). The fair housing poster, posted in conspicuous and accessible locations in DBHA lobbies, will reference how to file a complaint with FHEO. The DBHA will keep a record of all complaints, investigations, notices, and corrective actions. (See Chapter 16.)</p>	<p>2-I.B. NONDISCRIMINATION DBHA does not identify any additional protected classes. DBHA will not use any of these factors to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Deny to any family the opportunity to apply for housing, nor deny to any qualified applicant the opportunity to participate in the housing choice voucher program. <input type="checkbox"/> Provide housing that is different from that provided to others <input type="checkbox"/> Subject anyone to segregation or disparate treatment <input type="checkbox"/> Restrict anyone's access to any benefit enjoyed by others in connection with the housing program <input type="checkbox"/> Treat a person differently in determining eligibility or other requirements for admission <input type="checkbox"/> Steer an applicant or participant toward or away from a particular area based any of these factors <input type="checkbox"/> Deny anyone access to the same level of services <input type="checkbox"/> Deny anyone the opportunity to participate in a planning or advisory group that is an integral part of the housing program <input type="checkbox"/> Discriminate in the provision of residential real estate transactions <input type="checkbox"/> Discriminate against someone because they are related to or associated with a member of a protected class <input type="checkbox"/> Publish or cause to be published an advertisement or notice indicating the availability of housing that prefers or excludes persons who are members of a protected class
2-6	<p>2-I.C. DISCRIMINATION COMPLAINTS Complaints under the Equal Access Final Rule [Notice PIH 2014-20] Applicants or participants who believe that they have been subject to unlawful discrimination based on marital status, gender identity, or sexual orientation under the Equal Access Rule may notify the DBHA either orally or in writing. Within 10 business days of receiving the complaint, the DBHA will provide a written notice to those alleged to have violated the rule. The DBHA will also send a written notice to the complainant informing them that notice was sent to those alleged to have violated the rule, as well as information on how to complete and submit a housing discrimination complaint form to HUD's Office of Fair Housing and Equal Opportunity (FHEO). The DBHA will attempt to remedy discrimination complaints made against the DBHA and will conduct an investigation into all allegations of discrimination. Within 10 business days following the conclusion of the DBHA investigation, the DBHA will provide the complainant and those alleged to have violated the rule with findings and either a proposed corrective action plan or an explanation of why corrective action is not warranted. The DBHA will keep a record of all complaints, investigations, notices, and corrective actions. (See Chapter 16.)</p>	<p>2-I.C. DISCRIMINATION COMPLAINTS Complaints under the Equal Access Final Rule [Notice PIH 2014-20] Applicants or participants who believe that they have been subject to unlawful discrimination may notify DBHA either orally or in writing. Within 10 business days of receiving the complaint, DBHA will provide a written notice to those alleged to have violated the rule. DBHA will also send a written notice to the complainant informing them that notice was sent to those alleged to have violated the rule, as well as information on how to complete and submit a housing discrimination complaint form to HUD's Office of Fair Housing and Equal Opportunity (FHEO). DBHA will attempt to remedy discrimination complaints made against DBHA and will conduct an investigation into all allegations of discrimination. Within 10 business days following the conclusion of DBHA's investigation, DBHA will provide the complainant and those alleged to have violated the rule with findings and either a proposed corrective action plan or an explanation of why corrective action is not warranted. DBHA will keep a record of all complaints, investigations, notices, and corrective actions. (See Chapter 16.)</p>
2-7	<p>2-I.C. DISCRIMINATION COMPLAINTS VAWA Complaint Processing [Notice FHEO 2023-01] Applicants or participants who wish to file a VAWA complaint against the DBHA may notify the DBHA either orally or in writing. The DBHA will advise the family of their right to file a VAWA complaint with HUD's Office of Fair Housing and Equal Opportunity (FHEO). The DBHA will inform the family that not later than one year after an alleged VAWA violation has occurred or terminated, applicants and tenants who believe they have been injured by a VAWA violation or will be injured by</p>	<p>2-I.C. DISCRIMINATION COMPLAINTS VAWA Complaint Processing [Notice FHEO 2023-01] None</p>

	<p>such a violation that is about to occur may file a VAWA complaint using FHEO's online complaint form via mail, email, or telephone.</p> <p>The DBHA will attempt to remedy complaints made against the DBHA and will conduct an investigation into all allegations of discrimination. The DBHA will keep a record of all complaints, investigations, notices, and corrective actions. (See Chapter 16.)</p>	
3-3	<p>3-I.C. FAMILY BREAKUP AND REMAINING MEMBER OF TENANT FAMILY Family Breakup [24 CFR 982.315]</p> <p>When a family on the waiting list breaks up into two otherwise eligible families, only one of the new families may retain the original application date. Other former family members may make a new application with a new application date if the waiting list is open.</p> <p>If a family breaks up into two otherwise eligible families while receiving assistance, only one of the new families will continue to be assisted. In the absence of a judicial decision, or an agreement among the original family members, the DBHA will determine which family retains their placement on the waiting list, or continue to receive assistance taking into consideration the following factors: (1) the interest of any minor children, including custody arrangements, (2) the interest of any ill, elderly, or disabled family members, (3) the interest of any family member who is the victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking, including a family member who was forced to leave an assisted unit as a result of such actual or threatened abuse; and (4) any possible risks to family members as a result of criminal activity; and (5) the recommendations of social service professionals.</p>	<p>3-I.C. FAMILY BREAKUP AND REMAINING MEMBER OF TENANT FAMILY Family Breakup [24 CFR 982.315]</p> <p>When a family on the waiting list breaks up into two otherwise eligible families, only one of the new families may retain the original application date. Other former family members may make a new application with a new application date if the waiting list is open.</p> <p>If a family breaks up into two otherwise eligible families while receiving assistance, only one of the new families will continue to be assisted. In the absence of a judicial decision, or an agreement among the original family members, the PHA will determine which family retains their placement on the waiting list, or will continue to receive assistance taking into consideration the following factors: (1) the interest of any minor children, including custody arrangements, (2) the interest of any ill, elderly, or disabled family members, (3) any possible risks to family members as a result of domestic violence or criminal activity, and (4) the recommendations of social service professionals..</p>
3-26	<p>3-III.B. MANDATORY DENIAL OF ASSISTANCE [24 CFR 982.553(a)]</p> <p>In determining reasonable cause, the PHA will consider all credible evidence, including but not limited to, any record of convictions, evictions or Lifetime Sex Offender Registry of household members as follows:</p> <ul style="list-style-type: none"> •The production or manufacture of methamphetamine on the premises of federally assisted housing. •Any household member subject to a lifetime registration requirement under a state lifetime sex offender registration 	<p>3-III.B. MANDATORY DENIAL OF ASSISTANCE [24 CFR 982.553(a)]</p> <p>Currently engaged in is defined as any use of illegal drugs during the previous six months, unless the applicant is currently enrolled in and fully compliant with treatment.</p> <p><input type="checkbox"/> The PHA has reasonable cause to believe that any household member's current use or pattern of use of illegal drugs, or current abuse or pattern of abuse of alcohol, may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents.</p>
3-26	<p>3-III.B. MANDATORY DENIAL OF ASSISTANCE [24 CFR 982.553(a)]</p> <p>Pursuant to HOTMA changes effective 1/1/2025, the DBHA will deny assistance for an applicant under the following circumstances:</p> <ul style="list-style-type: none"> • The family's net assets exceed \$ 100,000.00. • The family has a present ownership interest in, a legal right to reside in, and the effective legal authority to sell the real property (based on laws of the state and locality in which the property is located) that is suitable for occupancy by the family as a residence. 	<p>3-III.B. MANDATORY DENIAL OF ASSISTANCE [24 CFR 982.553(a)]</p> <p>None</p>
3-27	<p>3-III.C. OTHER PERMITTED REASONS FOR DENIAL OF ASSISTANCE Criminal Activity [24 CFR 982.553]</p> <p>If any household member is currently engaged in, or has engaged in any of the following criminal activities, within the past seven years, the family will be denied assistance.</p> <p><i>Drug-related criminal activity</i>, defined by HUD as the illegal manufacture, sale, distribution, or use of a drug, or the possession of a drug with intent to manufacture, sell, distribute or use the drug [24 CFR 5.100].</p> <p><i>Violent criminal activity</i>, defined by HUD as any criminal activity that has as one of its elements the use, attempted use, or threatened use of physical force substantial enough to cause, or be reasonably likely to cause, serious bodily injury or property damage [24 CFR 5.100].</p> <p>a. DBHA shall deny assistance if any household member has been at least ten.</p> <p>(10) years from date of arrest for first- or second-degree murder, arson, kidnapping, or violent sex related offenses, including but not limited to sexual assault, sexual battery, and child molestation whether disposition of the charge was either guilty, guilty/convicted, nolo contendere / convicted, adjudicated and/or adjudicated withheld. The DBHA will deny the family if any household member is subject to a lifetime registration requirement under a state sex offender registration program regardless of how much time has lapsed since the offense as per 3-III.B.</p> <p>MANDATORY DENIAL OF ASSISTANCE [24 CFR 982.553(a)].</p> <p>b. Where the family has no pattern of repeated engagement in criminal activity and the disposition of the offense is dropped, nolle prose, no action, not guilty, acquitted, dismissed, or not prosecuted by the court or State Attorney's Office the family shall not be denied assistance if otherwise qualified.</p>	<p>3-III.C. OTHER PERMITTED REASONS FOR DENIAL OF ASSISTANCE Criminal Activity [24 CFR 982.553]</p> <p>If any household member is currently engaged in, or has engaged in any of the following criminal activities, within the past 3 years, the family will be denied assistance.</p> <p><i>Drug-related criminal activity</i>, defined by HUD as the illegal manufacture, sale, distribution, or use of a drug, or the possession of a drug with intent to manufacture, sell, distribute or use the drug [24 CFR 5.100].</p> <p><i>Violent criminal activity</i>, defined by HUD as any criminal activity that has as one of its elements the use, attempted use, or threatened use of physical force substantial enough to cause, or be reasonably likely to cause, serious bodily injury or property damage [24 CFR 5.100].</p> <p>Criminal activity that may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity; or</p> <p>Criminal activity that may threaten the health or safety of property owners and management staff, and persons performing contract administration functions or other responsibilities on behalf of the PHA (including a PHA employee or a PHA contractor, subcontractor, or agent).</p> <p><i>Immediate vicinity</i> means within a three-block radius of the premises. Evidence of such criminal activity includes, but is not limited to:</p> <p><input type="checkbox"/> Any conviction for drug-related or violent criminal activity within the past 3 years.</p> <p><input type="checkbox"/> Records of arrests for drug-related or violent criminal activity within the past 3 years, although a record of arrest(s) will not be used as the basis for the denial or proof that the applicant engaged in disqualifying criminal activity.</p>

	<p>Criminal activity that may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity; or</p> <p>Criminal activity that may threaten the health or safety of property owners, management staff, and persons performing contract administration functions or other responsibilities on behalf of the PHA (including a PHA employee or a PHA contractor, subcontractor, or agent). Immediate vicinity means within a three-block radius of the premises.</p> <p>Evidence of such criminal activity includes, but is not limited to: Any conviction for drug-related or violent criminal activity within the past 7 years. Records of convictions for drug-related or violent criminal activity within the past 7 years, a record of arrest(s) will not be used as the basis for the denial or proof that the applicant engaged in disqualifying criminal activity. Any record of eviction from public or privately-owned housing as a result of criminal activity within the past 7 years.</p>	<p><input type="checkbox"/> A conviction for drug-related or violent criminal activity will be given more weight than an arrest for such activity.</p> <p>In making its decision to deny assistance, DBHA will consider the factors discussed in Section 3-III.E. Upon consideration of such factors, DBHA may, on a case-by-case basis, decide not to deny assistance.</p>
3-31	<p>3-III.D. SCREENING Screening for Eligibility</p> <p>The DBHA will perform a criminal background check through criminal background check contract provider for all adult household members. If the results of the criminal background check indicate that there may be past criminal activity, but the results are inconclusive, the PHA will request a fingerprint card and will request information from the National Crime Information center (NCIC).</p>	<p>3-III.D. SCREENING Screening for Eligibility</p> <p>DBHA will perform a criminal background check through public records and CCIS (Comprehensive Case Information System) for every adult household member. If the results of the criminal background check indicate that there may be past criminal activity, but the results are inconclusive, DBHA will request a fingerprint card and will request information from the National Crime Information center (NCIC).</p>
3-31	<p>3-III.D. SCREENING Screening for Eligibility</p> <p>The DBHA will use a contract provider to conduct the screening of the National Sex Offender database to screen applicants for admission.</p>	<p>3-III.D. SCREENING Screening for Eligibility</p> <p>The DBHA will use the Dru Sjodin National Sex Offender database to screen applicants for admission.</p>
3-33	<p>3-III.E. CRITERIA FOR DECIDING TO DENY ASSISTANCE Consideration of Circumstances [24 CFR 982.552(c)(2)]</p> <p>The DBHA will consider the following facts and circumstances prior to making its decision: The seriousness of the case, especially with respect to how it would affect other residents' safety or property The effects that denial of assistance may have on other members of the family who were not involved in the action or failure to act The extent of participation or culpability of individual family members, including whether the culpable family member is a minor or a person with disabilities, or (as discussed further in section 3-III.G) a victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking The length of time since the violation occurred, including the age of the individual at the time of the conduct, as well as the family's recent history and the likelihood of favorable conduct in the future While a record of arrest(s) will not be used as the basis for denial, an arrest may, trigger an investigation to determine whether the applicant actually engaged in disqualifying criminal activity. As part of its investigation, the PHA may obtain the police report associated with the arrest and consider the reported circumstances of the arrest. The PHA may also consider: Any statements made by witnesses or the applicant not included in the police report Whether criminal charges were filed Whether, if filed, criminal charges were abandoned, dismissed, not prosecuted, or ultimately resulted in an acquittal Any other evidence relevant to determining whether or not the applicant engaged in disqualifying activity Evidence of criminal conduct will be considered if it indicates a demonstrable risk to safety and/or property In the case of drug or alcohol abuse, whether the culpable household member is participating in or has successfully completed a supervised drug or alcohol rehabilitation program or has otherwise been rehabilitated successfully</p>	<p>3-III.E. CRITERIA FOR DECIDING TO DENY ASSISTANCE Consideration of Circumstances [24 CFR 982.552(c)(2)]</p> <p>The PHA will consider the following factors prior to making its decision: The seriousness of the case, especially with respect to how it would affect other residents' safety or property The effects that denial of assistance may have on other members of the family who were not involved in the action or failure to act The extent of participation or culpability of individual family members, including whether the culpable family member is a minor or a person with disabilities, or (as discussed further in section 3-III.G) a victim of domestic violence, dating violence, sexual assault, or stalking The length of time since the violation occurred, including the age of the individual at the time of the conduct, as well as the family's recent history and the likelihood of favorable conduct in the future In the case of drug or alcohol abuse, whether the culpable household member is participating in or has successfully completed a supervised drug or alcohol rehabilitation program or has otherwise been rehabilitated successfully The PHA will require the applicant to submit evidence of the household member's current participation in or successful completion of a supervised drug or alcohol rehabilitation program, or evidence of otherwise having been rehabilitated successfully. Page 3-28</p> <p>While a record or records of arrest(s) will not be used as the sole basis for denial, an arrest may, however, trigger an investigation to determine whether the applicant actually engaged in disqualifying criminal activity. As part of its investigation, DBHA may obtain the police report associated with the arrest and consider the reported circumstances of the arrest. DBHA may also consider: Any statements made by witnesses or the applicant not included in the police report Whether criminal charges were filed Whether, if filed, criminal charges were abandoned, dismissed, not prosecuted, or ultimately resulted in an acquittal Any other evidence relevant to determining whether or not the applicant engaged in disqualifying activity Evidence of criminal conduct will be considered if it indicates a demonstrable risk to safety and/or property.</p>

	The PHA will require the applicant to submit evidence of the household member's current participation in or successful completion of a supervised drug or alcohol rehabilitation program, or evidence of otherwise having been rehabilitated successfully.	
3-37	<p>3-III.G. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, STALKING, AND HUMAN TRAFFICKING</p> <p>Notification</p> <p>The DBHA acknowledges that a victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking may have an unfavorable history (e.g., a poor credit history, poor rental history, a record of previous damage to an apartment, a prior arrest record) due to adverse factors that would warrant denial under the PHA's policies. While the DBHA is not required to identify whether adverse factors that resulted in the applicant's denial are a result of domestic violence, dating violence, sexual assault, stalking, or human trafficking, the applicant may inform the PHA that their status as a victim is directly related to the grounds for the denial. The PHA will request that the applicant provide enough information to the PHA to allow the PHA to make an objectively reasonable determination, based on all circumstances, whether the adverse factor is a direct result of their status as a victim.</p> <p>The DBHA will include in its notice of denial information about the protection against denial provided by VAWA in accordance with section 16-IX.C of this plan, a notice of VAWA rights, and a copy of the form HUD-5382. The PHA will request in writing that an applicant wishing to claim this protection notify the PHA within 14 business days.</p>	<p>3-III.G. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, STALKING, AND HUMAN TRAFFICKING</p> <p>Notification</p> <p>The DBHA acknowledges that a victim of domestic violence, dating violence, sexual assault, or stalking may have an unfavorable history (e.g., a poor credit history, a record of previous damage to an apartment, a prior arrest record) that would warrant denial under the DBHA's policies. Therefore, if the DBHA makes a determination to deny assistance to an applicant family, DBHA will include in its notice of denial the VAWA information described in section 16-IX.C of this plan as well as including a copy of the form HUD-50066. DBHA will request in writing that an applicant wishing to claim protection under VAWA notify DBHA within 10 business days</p>
3-38	<p>3-III.G. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, STALKING, AND HUMAN TRAFFICKING</p> <p>Documentation</p> <p>Victim Documentation [24 CFR 5.2007]</p> <p>If an applicant claims the protection against denial of assistance that VAWA provides to victims of domestic violence, dating violence, sexual assault, stalking, or human trafficking, the PHA will request in writing that the applicant provide documentation supporting the claim in accordance with section 16-IX.D of this plan.</p>	<p>3-III.G. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, STALKING, AND HUMAN TRAFFICKING</p> <p>Documentation</p> <p>Victim Documentation [24 CFR 5.2007]</p> <p>DBHA acknowledges that a victim of domestic violence, dating violence, sexual assault, or stalking may have an unfavorable history (e.g., a poor credit history, a record of previous damage to an apartment, a prior arrest record) that would warrant denial under the DBHA's policies. Therefore, if the DBHA makes a determination to deny assistance to an applicant family, DBHA will include in its notice of denial the VAWA information described in section 16-IX.C of this plan as well as including a copy of the form HUD-50066. DBHA will request in writing that an applicant wishing to claim protection under VAWA notify DBHA within 10 business days.</p>
5-7	<p>5-I.B. BRIEFING [24 CFR 982.301]</p> <p>Additional Items to Be Included in the Briefing Packet</p> <p>The PHA will provide the following additional materials in the briefing packet:</p> <p>Information on how to fill out and file a housing discrimination complaint form</p> <p>Information about the protections afforded by the Violence against Women Act of 2013 (VAWA) to victims of domestic violence, dating violence, sexual assault, stalking, or human trafficking (see section 16-IX.C)</p> <p>"Is Fraud Worth It?" (Form HUD-1141-OIG), which explains the types of actions a family must avoid and the penalties for program abuse.</p> <p>"What You Should Know about EIV," a guide to the Enterprise Income Verification (EIV) system published by HUD as an attachment to Notice PIH 2017-12</p>	<p>5-I.B. BRIEFING [24 CFR 982.301]</p> <p>Additional Items to Be Included in the Briefing Packet</p> <p>DBHA will provide the following additional materials in the briefing packet:</p> <p>The HUD pamphlet on lead-based paint entitled <i>Protect Your Family from Lead in Your Home</i></p> <p>Information on how to fill out and file a housing discrimination complaint form</p> <p>Information about the protections afforded by the Violence against Women Act of 2013 (VAWA) to victims of domestic violence, dating violence, sexual assault, and stalking (see section 16-IX.C)</p> <p>"Is Fraud Worth It?" (form HUD-1141-OIG), which explains the types of actions a family must avoid and the penalties for program abuse</p> <p>"What You Should Know about EIV," a guide to the Enterprise Income Verification (EIV) system published by HUD as an attachment to Notice PIH 2010-19</p> <p>How Portability Works Handout</p>
5-9	<p>Family Obligations [24 CFR 982.551]</p> <p>The DBHA will determine if a family has committed serious or repeated violations of the lease based on available evidence, including but not limited to, a court-ordered eviction, or an owner's notice to evict, police reports and affidavits from the owner, neighbors, or other credible parties with direct knowledge.</p> <p>Serious and repeated lease violations will include, but not be limited to, nonpayment of rent, disturbance of neighbors, destruction of property, or living or housekeeping habits that cause damage to the unit or premises and criminal activity. Generally, the criterion to be used is whether the reason for the eviction was through no fault of the tenant or guests. Any incidents of, or criminal activity related to, domestic violence, dating violence, sexual assault, stalking, or human trafficking</p>	<p>Family Obligations [24 CFR 982.551]</p> <p>The DBHA will determine if a family has committed serious or repeated violations of the lease based on available evidence, including but not limited to, a court-ordered eviction, or an owner's notice to evict, police reports and affidavits from the owner, neighbors, or other credible parties with direct knowledge.</p> <p>Serious and repeated lease violations will include, but not be limited to, nonpayment of rent, disturbance of neighbors, destruction of property, or living or housekeeping habits that cause damage to the unit or premises and criminal activity. Generally, the criterion to be used is whether the reason for the eviction was through no fault of the tenant or guests. Any incidents of, or criminal activity related to, domestic violence, dating violence, sexual assault, or stalking will not be construed as serious or repeated lease violations by the victim [24 CFR 5.2005(c) (1)].</p>

	will not be construed as serious or repeated lease violations by the victim [24 CFR 5.2005(c) (1)].	The family must notify DBHA and the owner before moving out of the unit or terminating the lease.
5-12	<p>5-II.B. DETERMINING FAMILY UNIT (VOUCHER) SIZE [24 CFR 982.402] Voucher Increases for Families not meeting Elderly/Disabled or RAR Status</p> <p>To accommodate families that households do not meet the criteria of disability, elderly or reasonable accommodation the DBHA supervisory staff may review and increase voucher sizes using the subsidy standards chart and a written notice of increase request from the family. The written request provided by the family must state the hardship the household is facing and the family must be able to support the hardship claim.</p>	<p>5-II.B. DETERMINING FAMILY UNIT (VOUCHER) SIZE [24 CFR 982.402] Voucher Increases for Families not meeting Elderly/Disabled or RAR Status</p> <p>DBHA will consider granting an exception for any of the reasons specified in the regulation: the health or handicap of family members or other personal circumstances. The family must request any exception to the subsidy standards in writing. The request must explain the need or justification for a larger family unit size, and must include appropriate documentation. Requests based on health-related reasons must be verified by a knowledgeable licensed professional source (e.g., doctor, health professional or clinical social worker), unless the disability and the disability-related request for accommodation is readily apparent or otherwise known. The family's continued need for an additional bedroom due to special medical equipment must be re-verified at annual reexamination. DBHA will notify the family of its determination within 10 business days of receiving the family's request. If a participant family's request is denied, the notice will inform the family of their right to request an informal hearing.</p>
5-15	<p>5-II.E. VOUCHER TERM AND EXTENSIONS Extensions of Voucher Term [24 CFR 982.303(b)]</p> <p>The DBHA will approve additional extensions as follows: Voucher issuances will be made at 90 days with an automatic approval of 30 days when requested in writing by the applicant/participant. When necessary, as a reasonable accommodation for a person with disabilities. (Families with a reasonable accommodation may be approved for voucher extensions up to but not exceeding 180 calendar days. Extensions exceeding 180 calendar days will require written HUD approval.) Families whose household have elderly or disabled statuses but do not have a Reasonable Accommodation will fall under this extension policy.</p> <p>It is necessary due to reasons beyond the family's control, as determined by the DBHA. Following is a list of extenuating circumstances that the PHA may consider in making its decision. The presence of these circumstances does not guarantee that an extension will be granted: Serious illness or death in the family Difficulty in locating a handicapped accessible unit. A person's disability is directly related to their inability to search and/or find an eligible unit. Whether the family has already submitted timely requests for tenancy approval that were not approved by the DBHA due prospective landlord's inability to participate in the program. An additional 30-day extension, for a maximum total of 150 days, can be granted to portability families upon written request if one of the circumstances above applies. Any request for an additional extension must include the reason(s) an additional extension is necessary. The DBHA will require the family to provide documentation to support the request. All requests for extensions to the voucher term must be made in writing and submitted to the DBHA prior to the expiration date of the voucher (or extended term of the voucher). The DBHA will decide whether to approve or deny an extension request within 10 business days of the date the request is received and will immediately provide the family written notice of its decision.</p>	<p>5-II.E. VOUCHER TERM AND EXTENSIONS Extensions of Voucher Term [24 CFR 982.303(b)]</p> <p>DBHA will automatically approve one 30-day extension upon written request from the family. DBHA will approve additional extensions only in the following circumstances: It is necessary as a reasonable accommodation for a person with disabilities. It is necessary due to reasons beyond the family's control, as determined by DBHA. Following is a list of extenuating circumstances that DBHA may consider in making its decision. The presence of these circumstances does not guarantee that an extension will be granted: Serious illness or death in the family Other family emergency Obstacles due to employment Whether the family has already submitted requests for tenancy approval that were not approved by DBHA 11/01/2017 Page 5-14</p> <p>Whether family size or other special circumstances make it difficult to find a suitable unit Any request for an additional extension must include the reason(s) an additional extension is necessary. DBHA may require the family to provide documentation to support the request or obtain verification from a qualified third party. All requests for extensions to the voucher term must be made in writing and submitted to DBHA prior to the expiration date of the voucher (or extended term of the voucher). DBHA will decide whether to approve or deny an extension request within 10 business days of the date the request is received, and will immediately provide the family written notice of its decision.</p>
6-9	<p>6-I.C. ANTICIPATING ANNUAL INCOME Annualizing Income [24 CFR 5.609]</p> <p>Pursuant to HOTMA updates effective January 1, 2025, the DBHA will calculate annual income based on the policy established below. Admissions</p> <p>Interim Re-examinations DBHA will not conduct an interim re-examination if the reported amount is below 10% of the current family income.</p> <p>Family Self Sufficiency Participants will be given the option to have their income increases changes if this changes will result in an escrow increase.</p>	<p>6-I.C. ANTICIPATING ANNUAL INCOME Annualizing Income [24 CFR 5.609]</p> <p>When EIV is obtained and the family does not dispute the EIV employer data, DBHA will use current tenant-provided documents to project annual income. When the tenant-provided documents are pay stubs, DBHA will make every effort to obtain current and consecutive pay stubs dated within the last 60 days. DBHA will obtain written and/or oral third-party verification in accordance with the verification requirements and policy in Chapter 7 in the following cases: If EIV or other UIV data is not available, If the family disputes the accuracy of the EIV employer data, and/or If DBHA determines additional information is needed. In such cases, DBHA will review and analyze current data to anticipate annual income. In all cases, the family file will be documented with a</p>

	<p>Reexaminations</p> <p>DBHA will use the prior year income (preceding 12-month period) to calculate annual recertifications. The DBHA will make adjustments to reflect current income if there was an interim change in the previous 12-month period that was not calculated. If the family disputes the calculation and provides documentation reflecting a change in current income circumstances DBHA will adjust the calculations.</p>	<p>clear record of the reason for the decision, and a clear audit trail will be left as to how DBHA annualized projected income.</p> <p>When DBHA cannot readily anticipate income based upon current circumstances (e.g., in the case of seasonal employment, unstable working hours, or suspected fraud), DBHA will review and analyze historical data for patterns of employment, paid benefits, and receipt of other income and use the results of this analysis to establish annual income. 11/01/2017 Page 6-8</p> <p>Any time current circumstances are not used to project annual income, a clear rationale for the decision will be documented in the file. In all such cases the family may present information and documentation to DBHA to show why the historic pattern does not represent the family's anticipated income.</p>
6-16	<p>6-I.E. EARNED INCOME DISALLOWANCE FOR PERSONS WITH DISABILITIES [24 CFR 5.617; Streamlining Final Rule (SFR) Federal Register 3/8/16] EID Removal</p> <p>DBHA will continue to provide EID for any family that qualifies for the disallowance prior to the HOTMA final rule effective date of January 1, 2025. Families that were already in qualification status will be allowed to completed the 24-month process up until January 1, 2026. Effective January 1, 2025, the DBHA will no longer calculate EID for participant families.</p>	<p>6-I.E. EARNED INCOME DISALLOWANCE FOR PERSONS WITH DISABILITIES [24 CFR 5.617; Streamlining Final Rule (SFR) Federal Register 3/8/16] EID Removal</p> <p>The initial EID exclusion period will begin on the first of the month following the date an eligible member of a qualified family is first employed or first experiences an increase in earnings.</p> <p>Second 12-Month Exclusion</p> <p>During the second exclusion period of 12 consecutive months, DBHA must exclude at least 50 percent of any increase in income attributable to employment or increased earnings.</p> <p>DBHA Policy</p> <p>During the second 12-month exclusion period, DBHA will exclude 100 percent of any increase in income attributable to new employment or increased earnings.</p> <p>Lifetime Limitation</p> <p>The EID has a two-year (24-month) lifetime maximum. The two-year eligibility period begins at the same time that the initial exclusion period begins and ends 24 months later. During the 24-month period, an individual remains eligible for EID even if they begin to receive assistance from a different housing agency, move between public housing and Section 8 assistance, or have breaks in assistance.</p>
6-21	<p>6-I.G. ASSETS [24 CFR 5.609(b)(3); 24 CFR 5.603(b)] Asset Limitation [24 CFR 5.618(a)(i) & (a)(ii)]</p> <p>Pursuant to HOTMA changes effective 1/1/2025, the DBHA will deny assistance for an applicant or propose termination of assistance for a participant under the following circumstances:</p> <ul style="list-style-type: none"> • The family's net assets exceed \$ 100,000.00 • The family has a present ownership interest in, a legal right to reside in, and the effective legal authority to sell the real property (based on laws of the state and locality in which the property is located) that is suitable for occupancy by the family as a residence. <p>Participants meeting the asset limitations listed above will be issued written notice that they no longer qualify for subsidy and given six months (180 days) from the annual/interim determination initiating the asset increase to effectively transition out of the program or provide documented proof that the increased asset matter has been cured by means of another method.</p> <p>In cases where participants qualify for the following exceptions the DBHA will not take any adverse action:</p> <ul style="list-style-type: none"> • Property jointly owned with someone else, and occupied by the other owner who is not a member of the household receiving benefits. • A victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking. • A family that is offering the property for sale. • The property is not suitable for occupancy 	<p>6-I.G. ASSETS [24 CFR 5.609(b)(3); 24 CFR 5.603(b)] Asset Limitation [24 CFR 5.618(a)(i) & (a)(ii)]</p> <p>Anytime current circumstances are not used to determine asset income, a clear rationale for the decision will be documented in the file. In such cases the family may present information and documentation to DBHA to show why the asset income determination does not represent the family's anticipated asset income.</p>
6-39	<p>6-II.D. MEDICAL EXPENSES DEDUCTION [24 CFR 5.611(a)(3)(i)] Hardship Exemptions for Health/Medical Care Expenses & Reasonable Attendant Case & Auxiliary Apparatus Expenses Phased In Relief [24 CFR 5.611(c)(1),(c)(2) & (d)]</p> <p>Pursuant to HOTMA changes effective January 1, 2025, only medical expenses that exceed 10% of the family's annual income can be deducted. Families receiving deductions for unreimbursed medical expenses as of January 1, 2025 may be entitled to a phase-in of the new 10% minimum requirement so that deductions may be taken for medical expenses that exceed 5% of the family's annual income for the first annual recertification after January 1, 2025; 7.5% for the second annual recertification; and then the full 10% minimum thereafter.</p>	<p>6-II.D. MEDICAL EXPENSES DEDUCTION [24 CFR 5.611(a)(3)(i)]</p> <p>The most current IRS Publication 502, <i>Medical and Dental Expenses</i>, will be used as a reference to determine the costs that qualify as medical expenses. Summary of Allowable Medical Expenses from IRS Publication 502</p>

	<p>Under HUD's HOTMA guidance, a family with a financial hardship can receive an exemption from the 10% minimum threshold if the hardship is due to a change that would not otherwise trigger an interim reexamination (i.e., an increase in medical expenses, increased bills due to apparatus or an increase in attendant care fees). Qualifying families may receive deductions for medical expenses that exceed five percent of the family's annual income but the relief ends after 90 days or when the circumstances that made the family eligible for the relief are no longer applicable, whichever comes earlier. PHA may grant additional 90-day relief periods if the hardship continues. Written notice from and to the family must be given for each 90-day process.</p>	<p>Services of medical professionals Surgery and medical procedures that are necessary, legal, no cosmetic Services of medical facilities Hospitalization, long-term care, and in-home nursing services Prescription medicines and insulin, but not nonprescription medicines even if recommended by a doctor Improvements to housing directly related to medical needs (e.g., ramps for a wheel chair, handrails)</p> <p>Psychiatric treatment Ambulance services and some costs of transportation related to medical expenses.. The cost and care of necessary equipment related to a medical condition (e.g., eyeglasses/lenses, hearing aids, crutches, and artificial teeth) Cost and continuing care of necessary service animals Medical insurance premiums or the cost</p> <p>Hardship Exemptions for Health/Medical Care Expenses & Reasonable Attendant Case & Auxiliary Apparatus Expenses Phased In Relief [24 CFR 5.611(c)(1),(c)(2) & (d)] None</p>
6-42	<p>6-II.F. CHILD CARE EXPENSE DEDUCTION Seeking Work Removed</p>	<p>6-II.F. CHILD CARE EXPENSE DEDUCTION Seeking Work If the child care expense being claimed is to enable a family member to seek employment, the family must provide evidence of the family member's efforts to obtain employment at each reexamination. The deduction may be reduced or denied if the family member's job search efforts are not commensurate with the child care expense being allowed by the PHA.</p>
6-45	<p>6-II.F. CHILD CARE EXPENSE DEDUCTION Hardship Exemption to Continue Child Care Expense [24 CFR 5.611(d)] Pursuant to HOTMA changes effective January 1, 2025, child care expenses can be requested by a family not employed or attending school under hardship. Under HUD's HOTMA guidance, a family with a financial hardship can receive child care expenses if the hardship is due to a change that would cause the family an inability to pay the rent (i.e., an interim change removing the only income in the household may cause the family a hardship if the child care is removed and the contract rent is more than payment standard). Qualifying families may receive childcare expense relief for 90 days from when the circumstance made the family eligible for the relief or until they are no longer applicable, whichever comes earlier. PHA may grant additional 90-day relief periods if the hardship continues. Written notice from and to the family must be given for each 90-day process</p>	<p>6-II.F. CHILD CARE EXPENSE DEDUCTION Hardship Exemption to Continue Child Care Expense [24 CFR 5.611(d)] None</p>
7-2	<p>7-I.A. FAMILY CONSENT TO RELEASE OF INFORMATION [24 CFR 982.516 AND 982.551, 24 CFR 5.230, 24 CFR 5.232] Penalties for Failing to Consent/Revoking Consent [24 CFR 5.232] Pursuant to HOTMA updated effective January 1, 2025, any family member who is required to sign a consent form fails to do so, the PHA will deny admission to applicants and terminate assistance of participants. The family may request an informal review (applicants) or informal hearing (participants) in accordance with PHA procedures.</p>	<p>7-I.A. FAMILY CONSENT TO RELEASE OF INFORMATION [24 CFR 982.516 AND 982.551, 24 CFR 5.230, 24 CFR 5.232] Penalties for Failing to Consent/Revoking Consent [24 CFR 5.232] If any family member who is required to sign a consent form fails to do so, DBHA will deny admission to applicants and terminate assistance of participants. The family may request an informal review (applicants) or informal hearing (participants) in accordance with DBHA procedures</p>
7-4	<p>7-I.C. UP-FRONT INCOME VERIFICATION (UIV) The DBHA will utilize all EIV reports as mandated and required by HUD. Upfront Income Verification Using HUD's Enterprise Income Verification (EIV) System (Mandatory). Pursuant to HOTMA updated effective January 1, 2025, DBHA is not required to use of EIV for interim recertifications.</p>	<p>7-I.C. UP-FRONT INCOME VERIFICATION (UIV) The DBHA will utilize all EIV reports as mandated and required by HUD. Upfront Income Verification Using HUD's Enterprise Income Verification (EIV) System (Mandatory).</p>
7-11	<p>7-I.E. SELF-CERTIFICATION When information cannot be verified by a third party or by review of documents, family members will be required to submit self-certifications attesting to the accuracy of the information they have provided to the DBHA. The DBHA may require a family to certify that a family member does not receive a particular type of income or benefit. The self-certification must be made in a format acceptable to the DBHA and must be signed by the family member whose information or status is being verified. The DBHA Personal Declaration or Application can serve as Self-Certification. Pursuant to HOTMA asset updates effective January 1, 2025, DBHA will accept applicant's/participant's declaration of assets with a value of</p>	<p>7-I.E. SELF-CERTIFICATION When information cannot be verified by a third party or by review of documents, family members will be required to submit self-certifications attesting to the accuracy of the information they have provided to the DBHA. The DBHA may require a family to certify that a family member does not receive a particular type of income or benefit. The self-certification must be made in a format acceptable to the DBHA and must be signed by the family member whose information or status is being verified. The DBHA Personal Declaration or Application can serve as Self-Certification.</p>

	<p>\$50,000 or less. DBHA'S intake and reexamination documentation can serve as the declaration of the value of the assets and its resulting income. In such instances, DBHA will not need to request supporting documentation (asset statements) from the applicant/participant to confirm the assets or the amount of income expected to be received from those assets. This verification of asset methodology requires that third party verification be completed every three years.</p>	
7-12	<p>7-I.E. SELF-CERTIFICATION Self-Certification Real Property Ownership [24 CFR 5.618(b)(2)] Pursuant to HOTMA changes effective January 1, 2025, the DBHA will accept self-certification from the family that they do not have any present ownership interest in any real property. In cases where a family is a victim of domestic violence, dating violence, sexual assault, stalking or human trafficking, the DBHA will accept a self-certification from the applicant/participant.</p>	<p>7-I.E. SELF-CERTIFICATION Self-Certification Real Property Ownership [24 CFR 5.618(b)(2)] If any family member who is required to sign a consent form fails to do so, DBHA will deny admission to applicants and terminate assistance of participants. The family may request an informal review (applicants) or informal hearing (participants) in accordance with DBHA procedures</p>
7-31	<p>7-III.L. DETERMIANTION OF FAMILY INCOME USING OTHER MEANS TESTED PUBLIC ASSITANCE (I.E., SAFE HARBOR)[24 CFR 5.609(C)(3); 891.105] Pursuant to HOTMA updated effective January 1, 2025, DBHA may allow the use of income information (e.g., third party documentation or data) from other federal means-tested programs, such as the federal Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), Department of Children and Families (DFC), Early Learning Coalition of Broward County (ELC), Veterans Administration and Supplemental Security Income (SSI) program to determine a family's income, as long as the means-tested eligibility determination provided includes name, income, household size, and eligibility determination date. Means-Tested verifications may be accepted at reexamination and admission. If a family provides multiple verifications from the same or multiple means the DBHA will use the most current dated document.</p>	<p>7-III.L. DETERMIANTION OF FAMILY INCOME USING OTHER MEANS TESTED PUBLIC ASSITANCE (I.E., SAFE HARBOR)[24 CFR 5.609(C)(3); 891.105] DBHA will check UIV sources and/or request information from third-party sources to verify that certain forms of income such as unemployment benefits, TANF, SS, SSI, and earnings are not being received by families claiming to have zero annual income</p>
8-1	<p>NSPIRE-V Note: The DBHA recognizes that during the course of year it will have to comply with HUD Guidance and Regulations as well as create polices for NSPIRE-V as it comes online.</p>	<p>NSPIRE-V None</p>
10-2	<p>10-I.A. ALLOWABLE MOVES If a family requests permission to move with continued assistance based on a claim that the move is necessary to protect the health or safety of a family member who is or has been the victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking the DBHA will request documentation in accordance with section 16-IX.D of this plan. The DBHA reserves the right to waive the documentation requirement if it determines that a statement or other corroborating evidence from the family or family member will suffice. In such cases the DBHA will document the waiver in the family's file. The DBHA has adopted an emergency transfer plan, which is included as Exhibit 16-3 to this plan.</p>	<p>10-I.A. ALLOWABLE MOVES If a family requests permission to move with continued assistance based on a claim that the move is necessary to protect the health or safety of a family member who is or has been the victim of domestic violence, dating violence, sexual assault, or stalking, DBHA will request documentation in accordance with section 16-IX.D of this plan. DBHA reserves the right to waive the documentation requirement if it determines that a statement or other corroborating evidence from the family or family member will suffice. In such cases DBHA will document the waiver in the family's file.</p>
10-8	<p>10-II.B. INITIAL PHA ROLE Applicant Families If neither the head of household nor the spouse/cohead of an applicant family had a domicile (legal residence) in the initial PHA's jurisdiction at the time that the family's initial application for assistance was submitted, the family must lease a unit within the initial PHA's jurisdiction for at least 12 months before requesting portability. The DBHA will consider exceptions to this policy for purposes of reasonable accommodation (see Chapter 2) or reasons related to domestic violence, dating violence, sexual assault, stalking, or human trafficking. However, any exception to this policy is subject to the approval of the receiving PHA [24 CFR 982.353(c) (3)].</p>	<p>10-II.B. INITIAL PHA ROLE Applicant Families In determining whether or not to deny an applicant family permission to move under portability because DBHA lacks sufficient funding or has grounds for denying assistance to the family, the initial DBHA will follow the policies established in section 10-I.B of this chapter. If DBHA does deny the move due to insufficient funding, DBHA will notify HUD in writing within 10 business days of DBHA's determination to deny the move. In addition, DBHA may establish a policy denying the right to portability to nonresident applicants during the first 12 months after they are admitted to the program [24 CFR 982.353(c)].</p>
12-2	<p>12-I.D. MANDATORY TERMINATION OF ASSISTANCE Failure to Provide Consent [24 CFR 982.552(b)(3); 24 CFR 5.232] Pursuant to HOTMA updated effective January 1, 2025, any family member who is required to sign a consent form fails to do so, the PHA will deny admission to applicants and terminate assistance of participants. The family may request an informal review (applicants) or informal hearing (participants) in accordance with PHA procedures.</p>	<p>12-I.D. MANDATORY TERMINATION OF ASSISTANCE Failure to Provide Consent [24 CFR 982.552(b)(3); 24 CFR 5.232] None</p>
12-5	<p>12-I.E. MANDATORY POLICIES AND OTHER AUTHORIZED TERMINATIONS Mandatory Policies [24 CFR 982.553(b) and 982.551(I)] Use of Illegal Drugs and Alcohol Abuse The DBHA will terminate a family's assistance if any household member is currently engaged in any illegal use of a drug or has a pattern of illegal</p>	<p>12-I.E. MANDATORY POLICIES AND OTHER AUTHORIZED TERMINATIONS Mandatory Policies [24 CFR 982.553(b) and 982.551(I)] Use of Illegal Drugs and Alcohol Abuse</p>

	<p>drug use that interferes with the health, safety, or right to peaceful enjoyment of the premises by other residents.</p> <p>The DBHA will terminate assistance if any household member's abuse or pattern of abuse of alcohol threatens the health, safety, or right to peaceful enjoyment of the premises by other residents.</p> <p>Currently engaged in is defined as any use of illegal drugs during the previous three (3) months.</p> <p>The DBHA will consider all credible evidence, including but not limited to, any record of convictions, or eviction of household members related to the use of illegal drugs or abuse of alcohol.</p> <p>In making its decision to terminate assistance, the DBHA will consider alternatives as described in Section 12-II.C and other factors described in Section 12-II.D. Upon consideration of such alternatives and factors, the DBHA may, on a case-by-case basis, choose not to terminate assistance.</p>	<p>A family will be considered <i>evicted</i> if the family moves after a legal eviction order has been issued, whether or not physical enforcement of the order was necessary.</p> <p>If a family moves after the owner has given the family an eviction notice for serious or repeated lease violations but before a legal eviction order has been issued, termination of assistance is not mandatory. In such cases DBHA will determine whether the family has committed serious or repeated violations of the lease based on available evidence and may terminate assistance or take any of the alternative measures described in section 12-II.C. In making its decision, DBHA will consider the factors described in sections 12-II.D and 12-II.E. Upon consideration of such factors, DBHA may, on a case-by-case basis, choose not to terminate assistance.</p> <p><i>Serious and repeated lease violations</i> will include, but not be limited to, nonpayment of rent, disturbance of neighbors, destruction of property, or living or housekeeping habits that cause damage to the unit or premises and criminal activity. Generally, the criterion to be used will be whether or not the reason for the eviction was the fault of the tenant or guests.</p>
12-6	<p>12-I.E. MANDATORY POLICIES AND OTHER AUTHORIZED TERMINATIONS</p> <p>Mandatory Policies [24 CFR 982.553(b) and 982.551(l)]</p> <p>Drug-Related and Violent Criminal Activity [24 CFR 5.100]</p> <p>The DBHA will terminate a family's assistance if any household member has violated the family's obligation not to engage in any drug-related or violent criminal activity during participation in the HCV program.</p> <p>The DBHA will consider all credible evidence, including but not limited to, any record of convictions of household members related to drug-related or violent criminal activity, and any eviction or notice to evict based on drug-related or violent criminal activity.</p> <p>a. The DBHA shall deny assistance if any household member or if the applicant or applicant's family member (applicant) has been convicted at least ten (10) years from date of arrest, release or parole for first or second degree murder, arson, kidnapping, or violent sex related offenses, including but not limited to sexual assault, sexual battery and child molestation whether disposition of the charge was either guilty, guilty/convicted, nolo contendere / convicted, adjudicated and/or adjudicated withheld.</p> <p>2. Other Criminal and Non-Criminal Activities. DBHA shall deny assistance to the household also as specified in each of the following instances:</p> <p>a. If participant committed fraud, bribery, or any other criminal act in connection with any federal housing agency (unless provided payment in full of any balance due) within the last ten (10) years of the offense.</p> <p>b. If an applicant or member of the family committed any criminal activity within the past five (7) years that may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity; or</p> <p>c. Any criminal activity that may threaten the health or safety of property owners and management staff, and persons performing contract administration functions or other responsibilities on behalf of the PHA (including a PHA employee or a PHA contractor, subcontractor, or agent).</p> <p>Immediate vicinity means within a three-block radius of the premises.</p> <p>The DBHA shall terminate assistance if a family member has engaged in drug related and/or violent criminal activity or any such as described above with any of the conditions listed below: with a disposition of the charge as either:</p> <ul style="list-style-type: none"> • Guilty • Guilty/convicted • Nolo Contendere/convicted • Convicted <p>Where the family has no pre or post pattern of repeated engagement in criminal activity and the disposition of the One Strike Policy offense is dropped, nolle prosequi, no action, not guilty, acquitted, dismissed or not prosecuted by the court or State Attorney's Office, the family shall not be recommended for termination of assistance.</p> <p>In circumstances where the family member admits to the crime, the family recommended termination only if the case results in a conviction.</p> <p>Except as stipulated under Paragraph B. Mitigating Circumstances, the DBHA shall recommend termination for violations that include, but are not limited to, battery, rape, robbery, murder, assault/batteries, threatening the livelihood of others, as follows:</p>	<p>12-I.E. MANDATORY POLICIES AND OTHER AUTHORIZED TERMINATIONS</p> <p>Mandatory Policies [24 CFR 982.553(b) and 982.551(l)]</p> <p>Drug-Related and Violent Criminal Activity [24 CFR 5.100]</p> <p>. DBHA will terminate assistance if any household member's abuse or pattern of abuse of alcohol threatens the health, safety, or right to peaceful enjoyment of the premises by other residents.</p> <p><i>Currently engaged in</i> is defined as any use of illegal drugs during the previous three months.</p> <p>DBHA will consider all credible evidence, including but not limited to, any record of arrests, convictions, or eviction of household members related to the use of illegal drugs or abuse of alcohol.</p> <p>A record or records of arrest will not be used as the basis for the termination or proof that the participant engaged in disqualifying criminal activity.</p> <p>In making its decision to terminate assistance, DBHA will consider alternatives as described in Section 12-II.C and other factors described in Sections 12-II.D and 12-II.E. Upon consideration of such alternatives and factors, DBHA may, on a case-by-case basis, choose not to terminate assistance.</p> <p>DBHA will terminate a family's assistance if any household member has violated the family's obligation not to engage in any drug-related or violent criminal activity during participation in the HCV program.</p> <p>DBHA will consider all credible evidence, including but not limited to, any record of arrests and/or convictions of household members related to drug-related or violent criminal activity, and any eviction or notice to evict based on drug-related or violent criminal activity.</p> <p>A record of arrest(s) will not be used as the basis for the termination or proof that the participant engaged in disqualifying criminal activity.</p> <p>In making its decision to terminate assistance, DBHA will consider alternatives as described in Section 12-II.C and other factors described in Sections 12-II.D and 12-II.E. Upon consideration of such alternatives and factors, DBHA may, on a case-by-case basis, choose not to terminate assistance.</p>

	<p>DBHA shall recommend terminating assistance for the following violent criminal activities within ten (10) years from the date of arrest, except violent sex-related offenses described under 12.II.C and or 12. II.D and/or any State registered Sexual offender.</p> <ul style="list-style-type: none"> • first- or second-degree murder • kidnapping • arson • violent sex-related offenses, including but not limited to rape, sexual assault/battery, sexual battery, or child molestation <p>In making its decision to terminate assistance, the DBHA may consider alternatives as described in Section 12-II.C and other factors described in Section 12-II.D and 12-II.D. Upon consideration of such alternatives and factors, the DBHA may, on a case-by-case basis, choose not to terminate assistance.</p>	
12-8	<p>12-I.E. MANDATORY POLICIES AND OTHER AUTHORIZED TERMINATIONS</p> <p>Other Authorized Reasons for Termination of Assistance [24 CFR 982.552(c), 24 CFR 5.2005(c), 24 CFR 984.101(d)]</p> <p>The DBHA will not terminate a family's assistance because of the family's failure to meet its obligations under the Family Self-Sufficiency program. The DBHA will terminate a family's assistance if:</p> <p>The family has failed to comply with any family obligations under the program. See Exhibit 12-1 for a listing of family obligations and related PHA policies.</p> <p>Any family member has been evicted from federally-assisted housing in the last five years.</p> <p>The DBHA shall recommend terminating assistance within seven years from the date of the arrest for manslaughter, sex offenses, except sex offenses described in Section –12II.D for non-murder violent criminal activity.</p> <p>The DBHA shall terminate assistance permanently for any member of the household subject to a lifetime registration requirement under a state sex offender registration program, as registered on the Florida Department of Law Enforcement website (www.fdle.state.fl.us).</p> <p>If any household member is currently engaged in any illegal use or possession of a drug within five (7) years from date of arrest, or if a pattern of illegal use or possession of a drug by any household member interferes with the health, safety, or right to peaceful enjoyment of the premises by other residents. (24 CFR 982.553(b) (1) (i) (A) and (B).</p> <p>If DBHA determines that any member of the household has ever been convicted of drug-related criminal activity for manufacture or production of methamphetamine on the premises of federally assisted housing (24 CFR 982.553 (b) (1) (iii)).</p> <p>If any family member is fleeing to avoid prosecution, custody, or confinement after conviction, for a crime or an attempt to commit a crime that is a felony.</p> <p>The family has not reimbursed any PHA for amounts the PHA paid to an owner under a HAP contract for rent, damages to the unit, or other amounts owed by the family under the lease.</p> <p>The family has breached the terms of a repayment agreement entered into with the DBHA.</p> <p>A family member has engaged in or threatened violent or abusive behavior toward DBHA personnel.</p> <p>O Abusive or violent behavior towards DBHA personnel includes verbal as well as physical abuse or violence. Use of racial epithets, or other language,</p> <p>o written or oral, that is customarily used to intimidate may be considered abusive or violent behavior. Threatening refers to oral or written threats or physical gestures that communicate intent to abuse or commit violence.</p> <p>If the family has failed to maintain the property or caused severe damage to the unit;</p> <p>If the family fails to pay utilities pursuant to his/her responsibility as stipulated in the lease;</p> <p>If the family repeatedly breaks obligations under the lease or for serious violations of the lease;</p> <p>If a family has committed welfare fraud within the last five (5) years.</p> <p>In making its decision to terminate assistance, the DBHA will consider alternatives as described in Section 12-II.C and other factors described in Sections 12-II.D and 12 II.E. Upon consideration of such alternatives and factors, the DBHA may, on a case-by-case basis, choose not to terminate assistance.</p>	<p>12-I.E. MANDATORY POLICIES AND OTHER AUTHORIZED TERMINATIONS</p> <p>Other Authorized Reasons for Termination of Assistance [24 CFR 982.552(c), 24 CFR 5.2005(c), 24 CFR 984.101(d)]</p> <p>The DBHA will not terminate a family's assistance because of the family's failure to meet its obligations under the Family Self-Sufficiency program. The DBHA will terminate a family's assistance if:</p> <p>The family has failed to comply with any family obligations under the program. See Exhibit 12-1 for a listing of family obligations and related PHA policies.</p> <p>Any family member has been evicted from federally-assisted housing in the last five years.</p> <p>The DBHA shall recommend terminating assistance within five years from the date of the arrest for manslaughter, sex offenses, except sex offenses described in Section –12II.D for non-murder violent criminal activity.</p> <p>The DBHA shall terminate assistance permanently for any member of the household subject to a lifetime registration requirement under a state sex offender registration program, as registered on the Florida Department of Law Enforcement website (www.fdle.state.fl.us).</p> <p>If any household member is currently engaged in any illegal use or possession of a drug within five (5) years from date of arrest, or if a pattern of illegal use or possession of a drug by any household member interferes with the health, safety, or right to peaceful enjoyment of the premises by other residents. (24 CFR 982.553(b) (1) (i) (A) and (B).</p> <p>If DBHA determines that any member of the household has ever been convicted of drug-related criminal activity for manufacture or production of methamphetamine on the premises of federally assisted housing (24 CFR 982.553 (b) (1) (iii)).</p> <p>If any family member has participated in other criminal activity (non-violent) within three (3) years from the date of arrest that could threaten the health, safety or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity, as provided by 24 CFR 982.553(b)(2) and 982.551(1);</p> <p>If any family member is fleeing to avoid prosecution, custody, or confinement after conviction, for a crime or an attempt to commit a crime that is a felony.</p> <p>The family has not reimbursed any PHA for amounts the PHA paid to an owner under a HAP contract for rent, damages to the unit, or other amounts owed by the family under the lease.</p> <p>The family has breached the terms of a repayment agreement entered into with the DBHA.</p> <p>A family member has engaged in or threatened violent or abusive behavior toward DBHA personnel.</p> <p>O Abusive or violent behavior towards DBHA personnel includes verbal as well as physical abuse or violence. Use of racial epithets, or other language, O written or oral, that is customarily used to intimidate may be considered abusive or violent behavior. Threatening refers to oral or written threats or physical gestures that communicate intent to abuse or commit violence.</p> <p>If the family has failed to maintain the property or caused severe damage to the unit;</p> <p>If the family fails to pay utilities pursuant to his/her responsibility as stipulated in the lease;</p> <p>If the family repeatedly breaks obligations under the lease or for serious violations of the lease;</p> <p>If a family has committed welfare fraud within the last five (5) years.</p>

		In making its decision to terminate assistance, the DBHA will consider alternatives as described in Section 12-II.C and other factors described in Sections 12-II.D and 12 II.E. Upon consideration of such alternatives and factors, the DBHA may, on a case-by-case basis, choose not to terminate assistance.
12-11	<p>12-I.E. MANDATORY POLICIES AND OTHER AUTHORIZED TERMINATIONS Mandatory Policies [24 CFR 982.553(b) and 982.551(l)] Asset Limitation [24 CFR 5.618(a)(i) & (a)(ii)]</p> <p>Pursuant to HOTMA changes effective January 1, 2025, the DBHA will deny assistance for an applicant or propose termination of assistance for a participant under the following circumstances:</p> <ul style="list-style-type: none"> • The family’s net assets exceed \$ 100,000.00 • The family has a present ownership interest in, a legal right to reside in, and the effective legal authority to sell the real property (based on laws of the state and locality in which the property is located) that is suitable for occupancy by the family as a residence. <p>Participants meeting the asset limitations listed above will be issued written notice that they no longer qualify for subsidy and given six months (180 days) from the annual/interim determination initiating the asset increase to effectively transition out of the program or provide documented proof that the increased asset matter has been cured by means of another method.</p> <p>In cases where participants qualify for the following exceptions the DBHA will not take any adverse action:</p> <ul style="list-style-type: none"> • Property jointly owned with someone else, and occupied by the other owner who is not a member of the household receiving benefits. • A victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking. • A family that is offering the property for sale. • The property is not suitable for occupancy 	<p>12-I.E. MANDATORY POLICIES AND OTHER AUTHORIZED TERMINATIONS Mandatory Policies [24 CFR 982.553(b) and 982.551(l)] Asset Limitation [24 CFR 5.618(a)(i) & (a)(ii)]</p> <p>DBHA will not terminate a family’s assistance because of the family’s failure to meet its obligations under the Family Self-Sufficiency program. DBHA will terminate a family’s assistance if:</p> <p>The family has failed to comply with any family obligations under the program. See Exhibit 12-1 for a listing of family obligations and related DBHA policies.</p> <p>Any family member has been evicted from federally-assisted housing in the last five years.</p> <p>Any DBHA has ever terminated assistance under the program for any member of the family.</p> <p>Any family member has committed fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program.</p> <p>The family currently owes rent or other amounts to any DBHA in connection with Section 8 or public housing assistance under the 1937 Act.</p> <p>The family has not reimbursed any DBHA for amounts DBHA paid to an owner under a HAP contract for rent, damages to the unit, or other amounts owed by the family under the lease.</p> <p>The family has breached the terms of a repayment agreement entered into with DBHA.</p> <p>A family member has engaged in or threatened violent or abusive behavior toward DBHA personnel.</p> <p><i>Abusive or violent behavior towards DBHA personnel</i> includes verbal as well as physical abuse or violence. Use of racial epithets, or other language, written or oral, that is customarily used to intimidate may be considered abusive or violent behavior.</p> <p><i>Threatening</i> refers to oral or written threats or physical gestures that communicate intent to abuse or commit violence.</p> <p>In making its decision to terminate assistance, DBHA will consider alternatives as described in Section 12-II.C and other factors described in Sections 12-II.D and 12-II.E. Upon consideration of such alternatives and factors, DBHA may, on a case-by-case basis, choose not to terminate assistance</p>
12-17	<p>12-II.E. TERMINATIONS RELATED TO DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, STALKING OR HUMAN TRAFFICKING Limitations on VAWA Protections [24 CFR 5.2005(d) and (e)]</p> <p>In determining whether a program participant who is a victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking is an actual and imminent threat to other tenants or those employed at or providing service to a property, the DBHA will consider the following, and any other relevant, factors:</p> <p>Whether the threat is toward an employee or tenant other than the victim of domestic violence, dating violence, sexual assault, stalking or human trafficking</p> <p>Whether the threat is a physical danger beyond a speculative threat</p> <p>Whether the threat is likely to happen within a short period of time</p> <p>Whether the threat to other tenants or employees can be eliminated in some other way, such as by helping the victim relocate to a confidential location or seeking a legal remedy to prevent the perpetrator from acting on the threat</p> <p>If the participant wishes to contest the DBHA’S determination that they are an actual and imminent threat to other tenants or employees, the participant may do so as part of the informal hearing.</p>	<p>12-II.E. TERMINATIONS RELATED TO DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, STALKING OR HUMAN TRAFFICKING Limitations on VAWA Protections [24 CFR 5.2005(d) and (e)]</p> <p>In determining whether a program participant who is a victim of domestic violence, dating violence, sexual assault or stalking is an actual and imminent threat to other tenants or those employed at or providing service to a property, the DBHA will consider the following, and any other relevant, factors:</p> <p>Whether the threat is toward an employee or tenant other than the victim of domestic violence, dating violence, sexual assault or stalking</p> <p>Whether the threat is a physical danger beyond a speculative threat</p> <p>Whether the threat is likely to happen within a short period of time</p> <p>Whether the threat to other tenants or employees can be eliminated in some other way, such as by helping the victim relocate to a confidential location or seeking a legal remedy to prevent the perpetrator from acting on the threat</p> <p>If the participant wishes to contest the DBHA’S determination that they are an actual and imminent threat to other tenants or employees, the participant may do so as part of the informal hearing.</p>
12-18	<p>12-II.E. TERMINATIONS RELATED TO DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, STALKING OR HUMAN TRAFFICKING Documentation of Abuse [24 CFR 5.2007]</p> <p>When an individual facing termination of assistance for reasons related to domestic violence, dating violence, sexual assault, stalking, or human trafficking claims protection under VAWA, the DBHA will request that the individual provide documentation supporting the claim in accordance with the policies in section 16-IX.D of this plan.</p>	<p>12-II.E. TERMINATIONS RELATED TO DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, STALKING OR HUMAN TRAFFICKING Documentation of Abuse [24 CFR 5.2007]</p> <p>When an individual facing termination of assistance for reasons related to domestic violence, dating violence, sexual assault or stalking claims protection under VAWA, the DBHA will request that the individual provide documentation supporting the claim in accordance with the policies in section 16-IX.D of this plan</p>
16-3	<p>16-I.A. DE MINIMIS ERRORS IN INCOME DETERMINATIONS [24 CFR 5.609(c)(4), 960.257(f), 982.516 (f), 882.515(f) & 882.808(i)(5)]</p> <p>Pursuant to HOTMA updated effective January 1, 2025, if an error has been made in determining family income, family share of the rent or</p>	<p>16-I.A. DE MINIMIS ERRORS IN INCOME DETERMINATIONS [24 CFR 5.609(c)(4), 960.257(f), 982.516 (f), 882.515(f) & 882.808(i)(5)]</p> <p>None</p>

	<p>family composition, DBHA will promptly correct the error after notice to the family and the owner. For subsidy corrections, the notice will include a lease amendment reflecting the new HAP. For changes in family size, the correction may require the family to move to a new unit. If a move is required, the DBHA will work with the family to ensure they do not incur any hardships.</p> <p>The specific corrective action that DBHA takes depends upon the fault of the party in causing the error as established below.</p> <p>Family Made to Overpay DBHA Error – The DBHA will retroactively adjust housing assistance payments on behalf of families who have overpaid to ensure they receive credits for any overpayments. Adjustments may be made from housing assistance payment funds or administrative fee reserves as appropriate. If the family owed the owner rent, DBHA may choose to pay the amount due or a portion thereof directly to the owner on behalf of the family.</p> <p>Family Error - If the error is the fault of the family, DBHA will not reimburse the family, but will process the change effective the first of the month following notification or discovery of the error.</p> <p>Family Made to Pay to Low DBHA Error - If the family share of rent is incorrectly calculated too low, the family and the owner are not responsible for repayment. DBHA in this instance will give the family and owner notice of the change in family rent and HAP share, to be effective on the first of the month following a 30-day notice period.</p> <p>Family Error - If the family misrepresented their income and had no overpayment of HAP, the family may be required to sign a Compliance Agreement indicating that any additional instance of misrepresentation of income will lead to termination of subsidy.</p> <p>If the family had any HAP overpayment as a result of misrepresentation of income, the family may be eligible for a Repayment Agreement (see Section 16-IV.B. [Repayment Agreement Eligibility Criteria]). If DBHA will offer to enter into a Repayment Agreement, DBHA will notify both the owner and tenant of the tenant share and HAP share and will develop a Repayment Agreement that addresses overpayment of HAP as a result of misrepresentation of income. Failure of the family to abide by the terms of the Repayment Agreement may result in termination of assistance. See Section 16-IV.B. (Repayment Agreements) for more information on Repayment Agreements.</p> <p>Any additional instance of misrepresentation of income will lead to termination of subsidy.</p>	
16-45	<p>16-VI.C. RECORDS MANAGEMENT Privacy Act Requirements [24 CFR 5.212; 24 CFR 5.232 and Form-9886] Pursuant to HOTMA updated effective January 1, 2025, household members will only need to sign and submit the HUD-9886 Authorization to Release Information and the DBHA Consent form once and will not need to sign it in subsequent years in order to reduce the burden on households and staff. Families will be required to sign the new consent forms by the next recertification.</p>	<p>16-VI.C. RECORDS MANAGEMENT Privacy Act Requirements [24 CFR 5.212; 24 CFR 5.232 and Form-9886] None</p>
16-46	<p>16-VI.C. RECORDS MANAGEMENT Criminal Records Consistent with the limitations on disclosure of criminal records, the DBHA has established and implemented a system of records management that ensures that any criminal record received by the DBHA from a law enforcement agency is:</p> <ul style="list-style-type: none"> • Maintained confidentially; • Not misused or improperly disseminated; and • Destroyed, once the purpose(s) for which the record was requested has been accomplished <p>All criminal background history is retained by the contracted provider. DBHA will not print search results unless there is a need to due to an applicant’s/participant’s request for a Grievance or as needed for review. Contract provider has set the system of record to be secure, only approved staff will be able to re-access records if needed. The results of DBHA background check will be maintained in a secure and confidential database. A copy of the Consent for Release of Information along with the approval/denial status will be kept in the participant’s file.</p>	<p>16-VI.C. RECORDS MANAGEMENT Criminal Records None</p>
16-52	<p>16-IX.C. NOTIFICATION [24 CFR 5.2005(a)] Notification to Public The DBHA will post the following information regarding VAWA in its offices and on its website. It will also make the information readily available to anyone who requests it.</p>	<p>16-IX.C. NOTIFICATION [24 CFR 5.2005(a)] Notification to Public The DBHA will post the following information regarding VAWA in its offices and on its website. It will also make the information readily available to anyone who requests it.</p>

	<p>A notice of occupancy rights under VAWA to housing choice voucher program applicants and participants who are or have been victims of domestic violence, dating violence, sexual assault, stalking, or human trafficking (Form HUD-5380, see Exhibit 16-1)</p> <p>A copy of form HUD-5382, Certification of Domestic Violence, Dating Violence, Sexual Assault, Stalking, human trafficking and Alternate Documentation (see Exhibit 16-2)</p> <p>A copy of the PHA's emergency transfer plan (Exhibit 16-3)</p> <p>A copy of HUD's Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, Stalking, Human Trafficking Form HUD-5383 (Exhibit 16-4)</p> <p>The National Domestic Violence Hot Line: 1-800-799-SAFE (7233) or 1-800-787-3224 (TTY) (included in Exhibits 16-1 and 16-2)</p> <p>Contact information for local victim advocacy groups or service providers</p>	<p>A notice of occupancy rights under VAWA to housing choice voucher program applicants and participants who are or have been victims of domestic violence, dating violence, sexual assault, or stalking (Form HUD-5380, see Exhibit 16-1)</p> <p>A copy of form HUD-5382, Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking and Alternate Documentation (see Exhibit 16-2)</p> <p>A copy of the PHA's emergency transfer plan (Exhibit 16-3)</p> <p>A copy of HUD's Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, Form HUD-5383 (Exhibit 16-4)</p> <p>The National Domestic Violence Hot Line: 1-800-799-SAFE (7233) or 1-800-787-3224 (TTY) (included in Exhibits 16-1 and 16-2)</p> <p>Contact information for local victim advocacy groups or service providers</p>
16-53	<p>16-IX.C. NOTIFICATION [24 CFR 5.2005(a)] Notification to Program Applicants and Participants [24 CFR 5.2005(a)(1)]</p> <p>The DBHA will provide all applicants with information about VAWA at the time they request an application for housing assistance. The DBHA will also include information about VAWA in all notices of denial of assistance (see section 3-III.G).</p> <p>The DBHA will provide all participants with information about VAWA at the time of admission (see section 5-I.B) and at annual reexamination. The DBHA will also include information about VAWA in notices of termination of assistance, as provided in section 12-II.F.</p> <p>The VAWA information provided to applicants and participants will consist of the notices in Exhibits 16-1 and 16-2 and a copy of form HUD-5832, Certification of Domestic Violence, Dating Violence, Stalking and Human Trafficking.</p>	<p>16-IX.C. NOTIFICATION [24 CFR 5.2005(a)] Notification to Program Applicants and Participants [24 CFR 5.2005(a)(1)]</p> <p>The DBHA will provide all applicants with information about VAWA at the time they request an application for housing assistance. The DBHA will also include information about VAWA in all notices of denial of assistance (see section 3-III.G).</p> <p>The DBHA will provide all participants with information about VAWA at the time of admission (see section 5-I.B) and at annual reexamination. The DBHA will also include information about VAWA in notices of termination of assistance, as provided in section 12-II.F.</p> <p>The VAWA information provided to applicants and participants will consist of the notices in Exhibits 16-1 and 16-2 and a copy of form HUD-5832, Certification of Domestic Violence, Dating Violence, and Stalking.</p>
16-53	<p>16-IX.C. NOTIFICATION [24 CFR 5.2005(a)] Notification to Owners and Managers [24 CFR 5.2005(a) (2)]</p> <p>The DBHA will provide owners and managers with information about their rights and obligations under VAWA when they begin their participation in the HCV program and at least annually thereafter. The VAWA information provided to owners will consist of the notice in Exhibit 16-5 and a copy of form HUD-5382, Certification of Domestic Violence, Dating Violence, Stalking, Human Trafficking and Alternate Documentation.</p>	<p>16-IX.C. NOTIFICATION [24 CFR 5.2005(a)] Notification to Owners and Managers [24 CFR 5.2005(a) (2)]</p> <p>The DBHA will provide owners and managers with information about their rights and obligations under VAWA when they begin their participation in the HCV program and at least annually thereafter. The VAWA information provided to owners will consist of the notice in Exhibit 16-5 and a copy of form HUD-5382, Certification of Domestic Violence, Dating Violence, and Stalking and Alternate Documentation.</p>
16-52	<p>16-IX.D. DOCUMENTATION [24 CFR 5.2007]</p> <p>Any request for documentation of domestic violence, dating violence, sexual assault, stalking, or human trafficking will be in writing, will specify a deadline of 14 business days following receipt of the request, will describe the three forms of acceptable documentation, will provide explicit instructions on where and to whom the documentation must be submitted, and will state the consequences for failure to submit the documentation or request an extension in writing by the deadline. The DBHA may, in its discretion, extend the deadline for 10 business days. Any extension granted by the DBHA will be in writing.</p>	<p>16-IX.D. DOCUMENTATION [24 CFR 5.2007]</p> <p>Any request for documentation of domestic violence, dating violence, sexual assault or stalking will be in writing, will specify a deadline of 14 business days following receipt of the request, will describe the three forms of acceptable documentation, will provide explicit instructions on where and to whom the documentation must be submitted, and will state the consequences for failure to submit the documentation or request an extension in writing by the deadline. The DBHA may, in its discretion, extend the deadline for 10 business days. Any extension granted by the DBHA will be in writing.</p>
16-54	<p>16-IX.D. DOCUMENTATION [24 CFR 5.2007] Discretion to Require No Formal Documentation [24 CFR 5.2007(d)]</p> <p>If the DBHA accepts an individual's statement or other corroborating evidence of domestic violence, dating violence, sexual assault, stalking, or human trafficking the DBHA will document acceptance of the statement or evidence in the individual's file.</p>	<p>16-IX.D. DOCUMENTATION [24 CFR 5.2007] Discretion to Require No Formal Documentation [24 CFR 5.2007(d)]</p> <p>If the DBHA accepts an individual's statement or other corroborating evidence of domestic violence, dating violence, sexual assault or stalking, the DBHA will document acceptance of the statement or evidence in the individual's file.</p>
19-39	<p>Choice Mobility [Notice PIH 2019-23; PRRAC Choice Mobility Implementation Guidance, 8/20] Emergency Transfers under VAWA [Notice PIH 2017-08]</p> <p>When the victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking has lived in the unit for less than one year, the PHA will provide several options for continued assistance. The PHA will first try to transfer the participant to another PBV unit in the same development or transfer to a different development where the PHA has PBV units. The PHA will expedite the administrative processes in this case in an effort to conduct the transfer as quickly as possible. If assistance is transferred to another development, the PHA will give priority to the participant on the other development's waiting list. If no units are available for an internal transfer to a PBV development or if there is reasonable cause to believe that such a transfer would put the victim in jeopardy, the participant may receive continued assistance through an external transfer to either tenant-based rental assistance (HCV) or assistance in the PHA's public housing program. Such a decision will be made by the PHA based on the availability of tenant-based</p>	<p>Choice Mobility [Notice PIH 2019-23; PRRAC Choice Mobility Implementation Guidance, 8/20] Emergency Transfers under VAWA [Notice PIH 2017-08]</p> <p>When the victim of domestic violence, dating violence, sexual assault, or stalking has lived in the unit for less than one year, the PHA will provide several options for continued assistance. The PHA will first try to transfer the participant to another PBV unit in the same development or transfer to a different development where the PHA has PBV units. The PHA will expedite the administrative processes in this case in an effort to conduct the transfer as quickly as possible. If assistance is transferred to another development, the PHA will give priority to the participant on the other development's waiting list. If no units are available for an internal transfer to a PBV development or if there is reasonable cause to believe that such a transfer would put the victim in jeopardy, the participant may receive continued assistance through an external transfer to either tenant-based rental assistance (HCV) or assistance in the PHA's public housing program. Such a decision will be made by the PHA based on the availability of tenant-based</p>

<p>vouchers and/or vacancies in public housing units. Such families must be selected from the waiting list for the applicable program. The PHA has adopted a waiting list preference for victims of domestic violence, dating violence, sexual assault, stalking and human trafficking in both its HCV and public housing programs in order to expedite this process. See Section 4-III.C. of this administrative plan.</p> <p>If a victim wishes to move after a year of occupancy in the unit, but no tenant-based vouchers are available, the PHA will offer the participant an internal transfer to another PBV unit in the same development or a transfer to a different development where the PHA has PBV units. The PHA will expedite the administrative processes in this case in an effort to conduct the transfer as quickly as possible.</p> <p>If no units are available for an internal transfer, or if there is reasonable cause to believe that such a transfer would put the victim in jeopardy, the participant may receive continued assistance through an external transfer to the PHA's public housing program. The PHA has adopted a waiting list preference for victims of domestic violence, dating violence, sexual assault, stalking as part of the public housing ACOP in order to expedite this process.</p>	<p>vouchers and/or vacancies in public housing units. Such families must be selected from the waiting list for the applicable program. The PHA has adopted a waiting list preference for victims of domestic violence, dating violence, sexual assault, and stalking in both its HCV and public housing programs in order to expedite this process. See Section 4-III.C. of this administrative plan.</p> <p>If a victim wishes to move after a year of occupancy in the unit, but no tenant-based vouchers are available, the PHA will offer the participant an internal transfer to another PBV unit in the same development or a transfer to a different development where the PHA has PBV units. The PHA will expedite the administrative processes in this case in an effort to conduct the transfer as quickly as possible.</p> <p>If no units are available for an internal transfer, or if there is reasonable cause to believe that such a transfer would put the victim in jeopardy, the participant may receive continued assistance through an external transfer to the PHA's public housing program. The PHA has adopted a waiting list preference for victims of domestic violence, dating violence, sexual assault, and stalking as part of the public housing ACOP in order to expedite this process.</p>
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