

Summary of Changes

SECTION	ACOP/Admin Plan	PAGE	CURRENT LANGUAGE	NEW LANGUAGE	REASON FOR CHANGE
GLOSSARY	ACOP	104	Imputed Income: For households with net family assets of more than \$5,000, the amount calculated by multiplying net family assets by a HUD-specified percentage. If imputed income is more than actual income from assets, the imputed amount is used as income from assets in determining annual income.	Imputed Income: For households with net family assets of more than \$50,000 , the amount is calculated by multiplying net family assets by a HUD-specified percentage. If imputed income is more than actual income from assets, the imputed amount is used as income from assets in determining annual income.	Hud Requirement - 24 CFR 960.257
GLOSSARY	Admin Plan	245	Small Area Fair Market Rent (SAFMR): The rent, including the cost of utilities (except telephone), as established by HUD for units of varying sizes (by number of bedrooms), based on zip code, that must be paid in the housing market area to rent privately-owned existing, decent, safe and sanitary rental housing of modest (non-luxury) nature with suitable amenities. SAFMRs are published periodically in the Federal Register.	Small Area Fair Market Rent (SAFMR): The rent, including the cost of utilities (except telephone), as established by HUD for units of varying sizes (by number of bedrooms), based on zip code , that must be paid in the housing market area to rent privately-owned existing, decent, safe and sanitary rental housing of modest (non-luxury) nature with suitable amenities. SAFMRs are published periodically in the Federal Register.	Hud requirement, PIH 2018-01, 24 CFR 888
GLOSSARY	Admin Plan	246	NONE	Hold Harmless: GHA will allow families to be held harmless, enabling families to continue to use the latest payment standard as long as the family remains in their current unit before the SAFMR is effective (January 1,2025). If the family relocates to a new unit, then the family will be subject to the current payment standards set by the SAFMR.	Hud requirement - 24 CFR 888.113
GLOSSARY	Admin Plan	249	Imputed income: For households with net family assets of more than \$5,000, the amount calculated by multiplying net family assets by a HUD-specified percentage. If imputed income is more than actual income from assets, the imputed amount is used in determining annual income.	Imputed income: For households with net family assets of more than \$50,000 , the amount is calculated by multiplying net family assets by a HUD-specified percentage. If imputed income is more than actual income from assets, the imputed amount is used in determining annual income.	Hud Requirement - 24 CFR 960.257
GLOSSARY	Admin Plan	260	NONE	Veterans Affairs Supportive Housing (VASH)- The HUD-Veterans Affairs Supportive Housing (HUD-VASH) program combines HUD's Housing Choice Voucher (HCV) rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans (VA). Shall HUD provide GHA with supportive services for VASH customers; GHA may choose to use the funding to assist customers with the following: <ul style="list-style-type: none"> •Administrative activities •Owner incentives and/or retention •Security deposits •Utility assistance •Application fees •Holding fees •Renter's insurance 	PIH 2024-10
1.6 - RIGHT TO PRIVACY	Admin Plan	11	All adult members of both applicant and tenant households are required to annually sign HUD Form 9886, Authorization for Release of Information and Privacy Act Notice.	All adult members of both applicant and tenant households are required to sign HUD Form 9886-A , Authorization for Release of Information and Privacy Act Notice. "	Hud requirement under HOTMA
2.0 - GREENSBORO HOUSING AUTHORITY/OWNER RESPONSIBILITIES/	Admin Plan	11	This Section outlines the responsibilities and obligations of the Greensboro Housing Authority, the Section 8 Owners/Landlords, and the participating families.	This Section outlines the responsibilities and obligations of the Greensboro Housing Authority, the Housing Choice Voucher Program Owners/Landlords, and the participating families.	GHA Discretion
2.1 (B) (7) - GREENSBORO HOUSING AUTHORITY RESPONSIBILITIES	Admin Plan	12	Receive applications from families, determine family eligibility, maintain the waiting list, select applicants, issue a housing choice voucher to each selected family , and provide housing information to families selected	Receive applications from families, determine family eligibility, maintain the waiting list, select applicants, issue a housing choice voucher, and provide housing information to eligible families	GHA Discretion
2.1 (B) (17) - GREENSBORO HOUSING AUTHORITY RESPONSIBILITIES	Admin Plan	13	Administer and enforce the housing assistance payments contract with an owner, including taking appropriate action as determined by the Greensboro Housing Authority, if the owner defaults (e.g., HQS violation).	Administer and enforce the housing assistance payments contract with an owner, including taking appropriate action as determined by the Greensboro Housing Authority, if the owner defaults (e.g., HUD Required Inspection violation).	Hud requirement - HUD required change in protocol. (NSPIRE vs. HQS) (PIH 2023-28)
2.3 (G) (7) - OBLIGATIONS OF THE PARTICIPANT	Admin Plan	16	The family must not sublease or let the unit	The family must not sublease or sublet the unit	GHA Discretion/Grammar

Summary of Changes

2.3 (H) - OBLIGATIONS OF THE PARTICIPANT	Admin Plan	16	The Greensboro Housing Authority will make a determination within 5 business days of the request. An authorized absence may not exceed 180 calendar days. Any family absent for more than 30 calendar days without authorization will be terminated from the program	The Greensboro Housing Authority will decide within 5 business days of the request. An authorized absence may not exceed 180 calendar days. Any family absent for more than 30 calendar days without authorization may be terminated from the program	GHA Discretion
4.6 (Q) - GROUNDS FOR DENIAL	Admin Plan	30	NONE	This section was amended to add a criteria for denying assistance to applicants. HUD restricts families from participating in housing choice voucher program if their net family assets exceed 100,000 as adjusted annually or if the family owns real property deemed suitable for the family to live in.	HUD requirement under HOTMA (assets)
6.1 - UNIT SIZE MATCHING	Admin Plan	37	GHA will not approve a unit in excess of one (1) bedroom above the family's established voucher size. If a family has already been provided an extra bedroom for a live-in aide or medical equipment, GHA will not approve a unit size larger than the family's voucher size.	GHA will not approve a unit in excess of one (1) bedroom above the family's established voucher size.	GHA Discretion
9.2 (B) (3) - INCOME	Admin Plan	57-58	Where the family has net family assets in excess of \$5,000, annual income includes the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate, as determined by HUD. As permitted by PIH Notice 2013-3, GHA will accept a family's self-declaration of the amount of assets of less than \$5,000, and the amount of income expected to be received from those assets. Income that could have been derived from assets worth more than \$1000 that were disposed of for less than fair market value within the past two years will be counted as income. Where the family net assets exceed \$5000, GHA will require supporting documentation (e.g. bank statements) to confirm the authenticity of those assets. Retirement accounts and educational savings accounts will not be considered a net family asset. The threshold for imputing income from assets increases from \$5,000 to \$50,000, (any actual income from assets under \$50,000 is still included).	Where the family has net family assets in excess of \$50,000 , annual income includes the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate, as determined by HUD. As permitted by PIH Notice 2013-3, GHA will accept a family's self-declaration of the amount of assets of less than \$50,000 , and the amount of income expected to be received from those assets. Income that could have been derived from assets worth more than \$1000 that were disposed of for less than fair market value within the past two years will be counted as income. Where the family net assets exceed \$50,000 , GHA will require supporting documentation (e.g. bank statements) to confirm the authenticity of those assets. Retirement accounts and educational savings accounts will not be considered a net family asset. The threshold for imputing income from assets increased from \$5,000 to \$50,000, (any actual income from assets under \$50,000 is still included).	Hud Requirement - 24 CFR 960.257
10.1 (2) - ACCEPTABLE METHODS OF VERIFICATION	Admin Plan	72	The Greensboro Housing Authority will obtain four current and consecutive pay stubs for determining annual income from wages	The Greensboro Housing Authority will obtain at least two current and consecutive pay stubs for determining annual income from wages	GHA Discretion
11.1 (B) - RENT REASONABLENESS	Admin Plan	82	If 60 calendar days before the contract anniversary date there is a 10% decrease in the published FMR as compared to the previous FMR;	If 60 calendar days before the contract anniversary date there is a 10% decrease in the published SAFMR as compared to the previous SAFMR	Hud requirement - 24 CFR 888.113
11.2 - COMPARABILITY	Admin Plan	82	The Housing Authority will consider the location, quality, size, number of bedrooms, age, amenities, housing services, maintenance and utilities of the unit and the comparable units.	The Housing Authority will consider the location, unit type, and bedroom size . If GHA is unable to find comparability according to utilize HUD's top three comparable criteria, then GHA will utilize and consider the remaining criteria such as: quality, size, age, amenities, housing services, maintenance and utilities.	Hud requirement: PIH 2023-12, 24 CFR 982.507B
11.4 (C) HOUSING CHOICE PRESERVATION VOUCHERS	Admin Plan	87	NONE	This section was amended to add the clause for hold harmless as well as the criteria. Hold Harmless: GHA will allow families to be held harmless, enabling families to continue to use the latest payment standard as long as the family remains in their current unit before the SAFMR is effective (January 1,2025). If the family relocates to a new unit, then the family will be subject to the current payment standards set by the SAFMR.	Hud requirement - 24 CFR 888.113
12.3 - HUD REQUIRED INSPECTION	Admin Plan	95	HOUSING QUALITY STANDARDS (HQS) 24 CFR 982.401	HUD REQUIRED INSPECTION	Hud requirement - HUD required change in protocol.

Summary of Changes

13.2.3 INTERIM REEXAMINATIONS	Admin Plan	106	An increase of income of \$100 per month or above must be reported within 10 days of its occurrence.	<p>A. An increase or decrease of income of 10% per month or above must be reported within 10 days of its occurrence to begin the interim process. GHA may decline to conduct an interim reexamination of family income if the decrease is less than ten percent of the family's annual adjusted income. GHA may decline to conduct an interim within 90 days of the customers annual recertification.</p> <p>B. Rent Decreases If a family reports an income decrease outside of the time required by the PHA policy, the PHA may, per their written policy, process a rent reduction retroactively to the first rental period after the event (i.e., before the family reported). A retroactive decrease may not be effective prior to the later of the first of the month following: 1) the date of the change leading to the interim reexamination; or 2) the effective date of the family's most recent previous reexamination (whether initial, annual, or interim). No rent change may be applied retroactively to a time before January 1, 2024. This policy may be conditional upon certain circumstances. For example, if the resident could not report due to extenuating circumstances as approved by Vice President and/or Chief Operating Officer . Any retroactive adjustment must be clearly communicated so the tenant is clear on the rent going forward.</p>	<p><u>Hud Requirement - 24 CFR 960.257(b); 24 CFR 982.516@; and 24 CFR 883.515(b)</u></p>
46.0 GRIEVANCE PROCESS	Admin Plan	234	<p>EARNED INCOME DISREGARD (EID) Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR § 5.617.</p> <p>Upon the expiration of the EID for such families, the rent adjustment shall not be subject to rent phase-in, as described in Section 1.6.C.4; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at the time.</p> <p>Under the Housing Choice Voucher program, the EID exclusion is limited to only persons with disabilities (24 CFR § 5.617(b)). In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in section 5.617(b) limiting EID to only disabled persons is waived. The waiver and resulting alternative requirement only applied to tenants receiving the EID at the time of conversion. No other tenant (e.g., tenants who at one time received the EID but are not receiving the EID exclusion at the time of conversion (e.g., due to loss of employment); tenants that move into the property following conversion, etc., is covered by this waiver.</p>	DELETED	HOTMA Sections 102 and 104
48.0(A) - LANDLORD ROLES AND RESPONSIBILITIES	Admin Plan	236	The Housing Assistance Payment (HAP) contract requires the landlord to maintain the contract unit and its premises in accordance with Housing Quality Standards (HQS).	The Housing Assistance Payment (HAP) contract requires the landlord to maintain the contract unit and its premises in accordance with HUD Required Inspection.	<u>Hud requirement - HUD required change in protocol. (NSPIRE vs. HQS)</u>
48.0(A) - LANDLORD ROLES AND RESPONSIBILITIES	Admin Plan	237	NONE	<p>This section was amended to add the repercussions for the landlord for failing to meet the criteria of the Housing Choice Voucher Programs. Landlord may be suspended and/or terminated from the housing choice voucher program if they fail to meet the following requirements:</p> <ol style="list-style-type: none"> 1.Failure to pay property taxes; 2.Failure to enforce their lease; 3.Quality of their units; 4.Pattern of failed HUD required inspections; and/or 5.Threatening behavior or inappropriate language towards GHA staff or residents 	GHA Discretion
48.2 BEDBUG POLICY FOR PROJECT-BASED VOUCHERS	Admin Plan	237	<p>48.2 BEDBUG POLICY FOR PROJECT-BASED VOUCHERS The Greensboro Housing Authority recognizes the potential problems that can arise out of bedbug infestations in public housing. Accordingly, the Greensboro Housing Authority adopts this policy in an effort to minimize bedbug infestations in its public housing, Housing Choice Voucher Program, and other owned affordable housing.</p>	DELETED	GHA Discretion

Summary of Changes

5.1 FEDERAL PRIVACY ACT STATEMENT	ACOP	4	All adult members of both applicant and resident households are required to annually sign HUD Form 9886, Authorization for Release of Information and Privacy Act Notice.	All adult members of both applicant and resident households are required to annually sign HUD Form 9886-A, Authorization for Release of Information and Privacy Act Notice.	Hud requirement under HOTMA
7.1 - APPLYING TO DIFFERENT LOCATIONS	ACOP	5	Applications to reside in Parkview Apartments, Windhill Apartments, The Villas at Willow Oaks, Willow Oaks Townhomes, Windhill Court Apartments, and the Havens will be distributed , received and considered from at each respective management office.	Applications to reside in Parkview Apartments, Windhill Apartments, The Villas at Willow Oaks, Willow Oaks Townhomes, and Windhill Court Apartments will be distributed , received and considered from at each respective management office.	GHA Discretion
8.2 (A) (8) - ELIGIBILITY CRITERIA	ACOP	9	8.Applicants for the public housing Parkview, Windhill Apartments, The Villas at Willow Oaks, Willow Oaks Townhomes, Windhill Court Apartments, and the Havens will be employed (an adult member employed full-time, at least 30 hours per week, for the past nine months) or be participants in the Community Supportive Services Program leading to employment and, if selected resident becomes unemployed, the resident will be given 90 days to find another job or be transferred to another GHA public housing unit. This requirement does not apply to the elderly or disabled families.	Applicants for the public housing Parkview, Windhill Apartments, The Villas at Willow Oaks, Willow Oaks Townhomes, and Windhill Court Apartments will be employed (an adult member employed full-time, at least 30 hours per week, for the past nine months) or be participants in the Community Supportive Services Program leading to employment and, if selected resident becomes unemployed, the resident will be given 90 days to find another job or be transferred to another GHA public housing unit. This requirement does not apply to the elderly or disabled families.	GHA Discretion
12.1 (C) - INCOME	ACOP	31	Where the family has net family assets in excess of \$5,000, annual income includes the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate, as determined by HUD. As permitted by PIH Notice 2013-3, GHA will accept a family's self-declaration of the amount of assets of less than \$5,000, and the amount of income expected to be received from those assets. Income that could have been derived from assets worth more than \$1000 that were disposed of for less than fair market value within the past two years will be counted as income. Where the family net assets exceed \$5000, GHA will require supporting documentation (e.g. bank statements) to confirm the authenticity of those assets.	Where the family has net family assets in excess of \$50,000 , annual income includes the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate, as determined by HUD. As permitted by PIH Notice 2013-3, GHA will accept a family's self-declaration of the amount of assets of less than \$50,000 , and the amount of income expected to be received from those assets. Income that could have been derived from assets worth more than \$1000 that were disposed of for less than fair market value within the past two years will be counted as income. Where the family net assets exceed \$50,000 , GHA will require supporting documentation (e.g. bank statements) to confirm the authenticity of those assets.	Hud Requirement - 24 CFR 960.257
13.10 - VERIFICATION OF LIVE-IN AIDS	ACOP	53	GHA will only approve one additional bedroom for a live-in aide and no additional bedrooms will be provided for the family members of the live-in aide. GHA will ensure that housing quality standards (HQS) will not be violated and that there will be no more than two people per bedroom or living/sleeping space in the unit in accordance with 24 CFR § 982.401(d)(2)(ii).	GHA will only approve one additional bedroom for a live-in aide and no additional bedrooms will be provided for the family members of the live-in aide. GHA will ensure that HUD REQUIRED INSPECTION will not be violated and that there will be no more than two people per bedroom or living/sleeping space in the unit in accordance with 24 CFR § 982.401(d)(2)(ii).	Hud requirement
16.6 (C) - INTERIM REEXAMINATIONS	ACOP	70	An increase of income of \$100 per month or above must be reported within 10 days of its occurrence.	An increase of income of 10% per month or above must be reported within 10 days of its occurrence to begin the interim process. GHA may decline to conduct an interim reexamination of family income if the decrease is less than ten percent of the family's annual adjusted income. GHA may decline to conduct an interim within 90 days of the customers annual recertification. B.Rent Decreases If a family reports an income decrease outside of the time required by the PHA policy, the PHA may, per their written policy, process a rent reduction retroactively to the first rental period after the event (i.e., for before the family reported). A retroactive decrease may not be effective prior to the later of the first of the month following: 1) the date of the change leading to the interim reexamination; or 2) the effective date of the family's most recent previous reexamination (whether initial, annual, or interim). No rent change may be applied retroactively to a time before January 1, 2024. This policy may be conditional upon certain circumstances. For example, if the resident could not report due to extenuating circumstances as approved by Vice President and/or Chief Operating Officer. Any retroactive adjustment must be clearly communicated so the tenant is clear on the rent going forward.	Hud Requirement - 24 CFR 960.257(b); 24 CFR 982.516@; and 24 CFR 883.515(b)

Summary of Changes

17.7 - TRANSFERS TO NON-GHA OWNED AND MANAGED PUBLIC HOUSING UNITS	ACOP	74	GHA does not control or participate in transfers to non-GHA owned and managed public housing units including the mixed income communities of Parkview, Windhill Apartments, The Villas at Willow Oaks, Windhill Court Apartments, The Havens and Willow Oaks Townhomes.	GHA does not control or participate in transfers to non-GHA owned and managed public housing units including the mixed income communities of Parkview, Windhill Apartments, The Villas at Willow Oaks, Windhill Court Apartments, and Townhomes Willow Oaks.	GHA Discretion
--	------	----	--	--	--------------------------------