

FAIRFIELD HOUSING AUTHORITY
PROPOSED CHANGES TO ADMINISTRATIVE PLAN
NOVEMBER 19, 2013

1) Current Policy – Chapter 5

Family members must not engage in drug-related criminal activity or violent criminal activity or other criminal activity that threatens the health, safety or right to peaceful enjoyment of other residents and persons residing in the immediate vicinity of the premises. See Chapter 12 for HUD and PHA policies related to drug-related and violent criminal activity.

Addition to Policy

PHA Policy (Revised November 2013) - The use of marijuana for any reason is considered an illegal act by the Federal government. The Fairfield Housing Authority maintains a zero tolerance policy regarding the use, cultivation and/or distribution of marijuana in any federally assisted housing. Any household that violates this policy will be subject to a proposed termination of their monthly rental assistance.

2) Current Policy – Chapter 12

The PHA may terminate HAP contracts if the PHA determines, in accordance with HUD requirements, that funding under the consolidated ACC is insufficient to support continued assistance for families in the program.

PHA Policy

The PHA will determine whether there is sufficient funding to pay for currently assisted families according to the policies in Part VIII of Chapter 16. If the PHA determines there is a shortage of funding, prior to terminating any HAP contracts, the PHA will determine if any other actions can be taken to reduce program costs. If after implementing all reasonable cost cutting measures there is not enough funding available to provide continued assistance for current participants, the PHA will terminate HAP contracts as a last resort.

Prior to terminating any HAP contracts, the PHA will inform the local HUD field office. The PHA will terminate the minimum number needed in order to reduce HAP costs to a level within the PHA's annual budget authority.

If the PHA must terminate HAP contracts due to insufficient funding, the PHA will, on a case-by-case basis, take one or more of the following actions to reduce costs and minimize terminations:

- Reduce the payment standard
- Reassess the utility allowance schedules
- Adjust occupancy standards
- Deny rent increases
- Suspend issuing turnover vouchers

- Void any outstanding vouchers and place the applicant back to the top of the waiting list
- Terminate by attrition (as people leave the program, their voucher will not be reissued)
- Terminate families who commit fraud
- Deny families the ability to relocate to a higher cost units
- Conduct interims for income increases prior to the anniversary date
- Request Receiving Housing Authorities to absorb outgoing portable vouchers

Addition to Policy

Termination Strategy

Termination of active vouchers will be the last cost control measure implemented after other cost cutting strategies are in effect, including reducing the number of voucher through attrition.

FHA will first propose termination of all voluntary relocation vouchers that are not under contract as of the termination date.

FHA will then terminate tenant-based assistance to families who have been on the program the longest and are receiving less than \$500 in monthly Housing Assistance Payments. Households designated as elderly and/or disabled will be exempt from termination.

Families living in project-based voucher developments under long term HAP contracts commitments will be terminated as a very last resort.

Families using the HCV Homeownership Options will not be considered for termination.

PHA Policy

Families who are impacted by the above action(s) with the exception of those who are in violation of their family obligations, will be placed at the top of the waiting list and issued a voucher when funding becomes available