



HHSC Memorandum Neighborhood Resources Department- Memo No. HD23

Date: March 1, 2023

To: Housing and Human Services Commission

Thru: Leah Powell, Neighborhood Resources Director
Amy Jacobson, Housing and Redevelopment Senior Manager

From: Deborah Cooke, Housing Assistance Senior Program Manager

Subject: Resolution NO. HO173 Approving the Submission Of The City Of Chandler Housing And Redevelopment 2023 Annual Plan and Capital Fund for The Fiscal Year Beginning July 1, 2023 and Certifying Compliance With The Related Regulations.

Recommendation: Staff proposes to the Housing and Human Services Commission (HHSC) members the recommendation to the Public Housing Authority Commission (PHAC) the approval of Resolution No. HO173 approving the submission of the City of Chandler Housing and Redevelopment Annual Plan and Capital Fund for the fiscal year beginning July 1, 2023 and certifying to compliance with the related regulations.

Background: The City of Chandler Housing and Redevelopment Division (the Public Housing Agency/PHA) administers 303 units of Low Rent Public Housing and 496 Housing Choice Vouchers (also known as Section 8).

The Public Housing Agency (PHA) is required to submit the PHA Annual Plan to the U.S. Department of Housing and Urban Development (HUD) by April 14, 2023 for its housing programs. The Annual Plan is a comprehensive guide to PHA policies, programs, operations, and strategies for meeting local housing needs and goals. Each year, staff reviews policies and revises supporting documents, as needed.

Discussion: This year we will be submitting the 2023 Annual Plan and Capital Fund. The process allows for community input from program participants, residents, and the public in general. The City is currently in a public comment period from Feb. 2, 2023 to March 19, 2023 for the City of Chandler Housing and Redevelopment Division's 2023 Annual Housing Plan. We had one Resident Advisory Board (RAB) meeting on Feb. 16, 2023.

The draft 2023 Annual Plan and Capital Fund can be found on our website at chandleraz.gov/affordablehousing. A summary of updates is outlined below:

Housing Choice Voucher Administrative Plan and Public Housing Admissions and Continued Occupancy Policy (ACOP)

Utility Allowance for Housing Choice Voucher & Public Housing Programs

The utility allowance is the amount that a housing authority determines necessary to cover the resident's reasonable utility costs. The utility allowance schedules are reviewed annually for both housing programs and are recommended for adjustment when a cumulative change of 10% or more occurs. Prior to beginning this update, a consultant was hired to do a comparison of the existing utility rates and charges and Housing's current utility rate schedules in the Housing Choice Voucher and Public Housing Programs. A revised utility allowance for 2023 will be established for both programs effective July 1, 2023.

Denial of Admission to the Housing Choice Voucher & Public Housing Programs (ACOP, Chapter 3-III.(B)(C); Administrative Plan, Chapter 3-III.B.

Removal of this sentence: "A conviction will be given more weight than an arrest." A record or arrest(s) will not be used as the sole basis for denial, or proof, that the applicant engaged in disqualifying criminal activity.

Informal Review for Rejected Applicants for Housing Choice Voucher & Public Housing Programs (PH Occ Guidebook 2.4.8) & (24 CFR 982.202(c))

Applicants selected from the waiting list for housing will be given 10 days to respond to participate in the eligibility process. If an applicant does not respond within the 10 days, there is an automatic removal from the waiting list for "No Response" and the applicant only has 10 days from the removal date to request an Informal Review.

The revision to the policy gives the applicant, an opportunity to have 60 days from their removal date to request an Informal Review. This will prevent applicants who have trouble with a stable address from losing their place on the waiting list. This policy will allow for the applicant to be returned to the waiting list once for not responding.

Families will be reinstated to the waiting list if a lack of response is due to a family member's disability, or as a direct result of status as a victim of domestic violence, dating violence, sexual assault, or stalking including an adverse factor resulting from such abuse.

Housing Choice Voucher Administrative Plan Only

Special Programs

The Emergency Housing Voucher (EHV) chapter will now be called "Special Programs" to reflect the Veterans Affairs Supportive Housing (VASH) and EHV programs. Future "boutique" programs may be put in this chapter, as applicable.

Project Based Vouchers (PBV)

The new chapter in the Administrative Plan will be assigned to Project Based Vouchers (PBV). This chapter is connected to the upcoming Rental Assistance Demonstration (RAD) project.

Financial Implications: HUD funds the costs associated with the Public Housing and Housing Choice Voucher Programs.

Proposed Motion: Move to recommend Resolution No. HO173 of the Public Housing Authority Commission authorizing the submission of the City of Chandler Housing and Redevelopment Annual Plan and Capital Fund for the fiscal year beginning July 1, 2023 and certifying to compliance with the related regulations.

Attachments: Resolution No. HO173