
Information

Subject:
Opening the Housing Choice Voucher Waitlist- Date Change

From:
Tasha Aje'Scott

Recommended Action
Authorize Yolo County Housing Authority (YCH) staff to:

- Change the date for the opening of the Waitlist to August 22, 2022
- Conduct advertising regarding opening the Housing Choice Voucher (HCV) Waitlist
- Open the HCV Waitlist for a set time to conduct sufficient sign-ups, then
- Close the list at the end of the period

Reason for Recommended Action/Background

On June 22, 2022, staff requested approval to open the HCV waitlist July,18, 2022 through July 28, 2022. In accordance with Federal Housing & Urban Development and Fair Housing requirements, as well as the agency's Administrative Plan, staff is required to inform the public no less than 15 calendar days prior to the opening of the waitlist of this planned activity. YCH did not have adequate time to develop and distribute sufficient outreach materials and as a result the opening of the waitlist experienced a delay which would impact the 15 calendar day requirement. YCH is requesting to establish a new date to open the waitlist that provides staff and advertising platforms adequate time to print, distribute, and notify the public of the opening of the waitlist.

Staff are requesting authorization to:

✘Conduct advertising regarding opening the Housing Choice Voucher (HCV) Waitlist. This will entail outreach and publication of notices in media outlets, including minority media, to reach all populations, including underserved and hard to reach populations. The notices must comply with HUD Fair Housing requirements and must specify who may apply, in addition to where and when applications will be received. In addition, YCH's Administrative Plan states that YCH will announce the reopening of the waiting list prior to the date applications will first be accepted.

✘Open the HCV Waitlist for a set time to conduct sufficient sign-ups. Staff propose to open the HCV Waitlist on August 22, 2022, and accept applications until either August 31, 2022, at 5pm, or until the agency determines that applications have been received in a number sufficient to serve eligible applicants for a five (5) year period.

✘Close the list at the end of the set application time period.

Fiscal Impact

Cost of Recommended Action: N/A
Amount Budgeted: N/A
Additional Expenditure Authority needed?: N/A
Comments:

Attachments

No file(s) attached.

Form Review

Form Started By: Mindi Nunes
Final Approval Date: 07/21/2022

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