

# PROPOSED CHANGES

## 2021 Public Housing Authority Plan (ACOP and Administrative Plans)

The Public Housing Authority (PHA) must define any significant changes to its policies or plans. The PHA defines a “substantial deviation” and “significant amendment/modification” as any change in policy which significantly and substantially alters the Authority’s mission and the persons the Authority serves. The proposed changes below have not been deemed “significant”.

New language is indicated in red. Deleted language is shown as ~~strikeout~~.

There is one proposed change to the 2021 PHA plan which may have been deemed “significant”. There are 5 changes in the ACOP and zero changes in the Administrative Plan.

### **ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)**

#### **1. Chapter 7 – Verification Procedures**

##### ACCEPTABLE PARTICIPANT-PROVIDED DOCUMENTS **(Page 7-5)**

In the event that third party written or oral verification is unavailable or after the PHA has made two documented unsuccessful attempts (one may be written and one oral) the PHA may review the original (authentic) documents provided by the participant. All original documents should be dated within the last 60 days of the interview. The PHA will make a photocopy of the original documents and maintain the copy in the participant files. The PHA will document the receipt, copy, and review of the original (authentic) documents in the tenant files. Below are examples of acceptable participant-provided documents:

- Original pay stubs for the last two (2) consecutive pay periods **or the equivalent of 30 days**

##### **Explanation of Change:**

- Self-explanatory

#### **2. Chapter 11 – Recertifications**

##### ***B. Annual Recertifications***

## CHANGES IN THE RESIDENT RENT (PAGE 11-5)

If there is any change in rent, ~~the lease will be amended, or a new lease will be executed,~~ or a *Notice of Rent Adjustment* will be issued.

### **C. Reporting Interim Changes (Page 11-7)**

#### HOUSEHOLD COMPOSITION

Once the 50058 reflecting the changes in the household composition is completed and approved, a new Lease Agreement will be generated that reflects the new household composition, if a new family member is added.

#### **Explanation of Change:**

- Self-explanatory

## **3. Chapter 19: Program Integrity Addendum**

### **G. Conclusion of the PHA's Investigative Review (Page 19-5)**

At the conclusion of the investigative review, the reviewer will report the findings to **Management** ~~the site manager or program manager~~. It will then be determined whether a violation has occurred, a violation has not occurred, or that the facts were inconclusive.

#### **Explanation of Change:**

- Self-explanatory

## **4. Chapter 20: Reasonable Accommodation Policy and Procedures**

### **C. Procedure for Processing Requests for Reasonable Accommodation for Individuals with Disabilities**

#### **Informal Reasonable Accommodation Requests (Page 20-4)**

Annual approvals for informal requests for reasonable accommodations will not be required during subsequent re-certifications. However, the PHA retains the right to re-evaluate the need for the requested accommodation at any time. If **re-evaluation is needed, management** will then require third-party verification in order to verify the need for the requested accommodation.

- Quadriplegics requesting a front door ramp, wider doorways, grab bars, and reduced-height, or cut-out kitchen cabinetry. The resident's self-certification and ~~the site manager's~~ **management's** observations are sufficient to informally grant the reasonable accommodation request when there is a

nexus between the observed disability and the requested reasonable accommodation.

**Explanation of Changes:**

- Self-explanatory

**5. Chapter 21: Parking Policy**

**A. For Communities with Open Parking (Page 21-1)**

1. All vehicles parked on the property must be operational, and currently registered with the state of California Department of Motor Vehicles (DMV) in the resident's name.
5. Minor vehicle repairs such as replacing tires, windshield wipers, batteries and light bulbs **WILL BE** allowed on the property. All other repairs, including washing vehicles, **WILL NOT BE** permitted.

**B. For Communities with Permit Parking (Page 21-2)**

5. The resident who is the registered owner of a vehicle must have **and** maintain a valid California driver's license at all times. Per California state law, proof of insurance must be provided at the resident's address.

**Explanation of Changes:**

- Self-explanatory

**Administrative Plan 2021**  
**No Proposed Changes.**