

#### **4-III.C. SELECTION METHOD**

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use [24 CFR 982.202(d)].

##### **Local Preferences [24 CFR 982.207; HCV p. 4-16]**

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

##### HACA Policy

HACA offers the following local preferences:

##### Project Based Voucher Waiting List:

1. **RAD Project-Based Voucher Supportive Service Units:** At least one-half of all new admissions are reserved for families (including one-person families) who have signed a written commitment to participate actively with a supportive services provider. This preference shall be applied as needed to ensure that 50% of the units in each RAD project-based voucher property are occupied by families who have made a commitment to participate with a supportive services provider. Supportive service providers include:
  - a. a local homeless services, social services, domestic violence, or mental health agency that enters into a memorandum of agreement with HACA and gives a written commitment to provide supportive services to the family for at least one year after move-in, and to re-engage with the family if additional supportive services are needed at any time; and
  - b. other agencies approved by HACA, in its discretion, pursuant to a written memoranda of agreement.

Status for this preference will be verified through the agency/entity providing supportive services for the family.

2. **Project-Based Voucher Accessible Units:** Consistent with 24 CFR 983.251(c)(7), when selecting individuals and families to occupy project-based voucher units that have special accessibility features for persons with disabilities, the PHA must first refer families who require such features. This preference will be applied first to transfer applicants needing the special accessibility features available in those units and then to new applicants needing such features. Status will be verified based on health care or other provider documentation.

##### Tenant-Based Voucher Waiting List:

1. **Tenant Mobility Vouchers:** Project-based voucher residents who have resided in a project-based unit for at least one year have first priority for a tenant-based Housing Choice Voucher. If it is necessary to maintain a waiting list for tenant mobility vouchers due to available voucher funding, at least 75% of new tenant-

based vouchers will be issued to project-based voucher residents and no more than 25% may be issued to new applicants. Status will be verified by internal HACA documentation.

2. Families Losing Assistance Without Fault. HACA provides a preference to any family that has been terminated from HACA's HCV program due to insufficient program funding or otherwise loses HACA assistance or housing through no fault of the family. Status will be verified by internal HACA documentation.
3. Non-Elderly Disabled (NED) Vouchers. HACA currently has 75 vouchers, which will be pulled from the tenant-based voucher list, that are specifically designated for non-elderly disabled families (families in which the head of household, spouse, co-head, or sole member is a person with disabilities under the age of 62). Within that eligible group, HACA will give a preference to non-elderly disabled families who are ready to move on from a group home, care facility, or supportive housing program to reside in a community-based setting, and have a written commitment for regular on-site community-based support from a homeless services, social services, disability services or mental health agency for at least six months after moving into, or shifting assistance to, a NED voucher-assisted unit. Preference status will be verified through the agency providing the community-based support.
4. Mainstream Vouchers. HACA currently has 28 Mainstream vouchers, which will be pulled from the tenant-based voucher list, that are specifically designated for eligible applicants in which at least one member of the family (not necessarily the head, spouse or co-head) is a person with a disability who is under the age of 62. Within that eligible group, HACA will give a preference to applicants who are ready to move on from a group home, care facility, or supportive housing program to reside in a community-based setting, and have a written commitment for regular on-site community-based support from a homeless services, social services, disability services or mental health agency for at least six months after moving into, or shifting assistance to, a Mainstream voucher-assisted unit. Preference status will be verified through the agency providing the community-based support.

#### *HUD-VASH Vouchers:*

HACA does not maintain a waiting list for HUD-VASH vouchers. Those vouchers are issued based on referrals from the supportive services staff at the Charles George VA Medical Center.

#### *Transfer Waiting List:*

Priority Transfers: Transfers to serve a family that needs a reasonable accommodation based on disability, a family subject to an emergency VAWA transfer or other specific safety threat in their current placement, or a family that is required to move through no fault of their own because of a HACA-required bedroom size change, casualty loss, natural disaster or HACA renovation or redevelopment project, shall have priority over all new admissions and voluntary transfers. Voluntary transfers in project-based voucher developments for non-

priority reasons are only allowed if no priority transfer or new applicant is available for the unit; current residents seeking to move may request a tenant mobility voucher.

### **Income Targeting Requirement [24 CFR 982.201(b)(2)]**

HUD requires that extremely low-income (ELI) families make up at least 75 percent of the families admitted to the HCV program during the PHA's fiscal year. ELI families are those with annual incomes at or below the federal poverty level or 30 percent of the area median income, whichever number is higher. To ensure this requirement is met, a PHA may skip non-ELI families on the waiting list in order to select an ELI family.

Low-income families admitted to the program that are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary termination of an insurance contract on eligible low-income housing, are not counted for income targeting purposes [24 CFR 982.201(b)(2)(v)].

#### HACA Policy

The PHA will monitor progress in meeting the income targeting requirement throughout the fiscal year. Extremely low-income families will be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met.