

## Program Waivers -- HCV Department

Waiver Description	Waiver Expires	Documentation Required	Notes	Waiver Authority	<u>October 1, 2020 Update</u>
<b>Voucher Expiration Dates</b> -- one or more extensions may be granted to a family despite the fact that the Administrative Plan has not been formally amended.	31-December-2020	Extension documentation before and after January 1.	Must resume adherence to voucher extension policy in HCV admin plan starting January 1 2021.	<b>HCV-3:</b> PIH Notice 2020-05, Issued 10 April 2020 <b>HCV-3:</b> PIH Notice 2020-13 (HA) REV-1, issued 2 July 2020	This waiver is still in effect and will end on December 31. Some participants will have no other option, and their voucher will expire.
<b>Annual Action Plan</b> -- submission date extended from October, 2020 to January 16, 2021.	16-January-2021	Annual Action Plan submitted prior to 16 January 2021.	No changes are expected from the Five-Year Plan submitted in October, 2019	<b>PH and HCV-1:</b> PIH Notice 2020-05, issued 10 April 2020 <b>PH and HCV-1:</b> PIH Notice 2020-13 (HA) REV-1, issued 2 July 2020	The Annual Action Plan is in development, with a scheduled Public Hearing in November and Board vote in December.
<b>Administrative Plan</b> -- may be revised on temporary basis without Board of Commissioner's approval.	31-December-2020	Board minutes detailing adoption / approval of Admin Plan changes no later than 31 December 2020.		<b>HCV-1:</b> PIH Notice 2020-05, issued 10 April 2020 PIH Notice 2020-13 (HA) REV-1, issued 2 July 2020	The Admin Plan is usually updated at the end of each year, so no need to use this waiver.
<b>Utility Allowance rate schedule</b> -- annual review and update (if change of 10 percent or more) delayed until end of December.	31-December-2020	Updated Utility Allowance Rate Schedule no later than 31 December 2020.		<b>HCV-8:</b> PIH Notice 2020-05, issued 10 April 2020	The Utility Allowance rate schedule is usually updated at the end of each year, so no need to use this waiver.
<b>EIV Monitoring</b> -- monthly mandatory monitoring of EIV reports waived until December 31, 2020	31-December-2020	Documentation of monthly monitoring resuming in August, 2020.		<b>PH and HCV-5:</b> PIH Notice 2020-05, issued 10 April 2020 <b>PH and HCV-5:</b> PIH Notice 2020-13 (HA) REV-1, issued 2 July 2020	Have not needed to use this waiver.
<b>Annual Re-certifications</b> -- all 2020 certifications due dates delayed until December 31, 2020.	31-December-2020	All 2020 tenant re-certification documents complete	HCV will process annual recertifications on schedule unless unable to meet workload demands. June and July recerts will be processed using information already on file.	<b>PH and HCV-2:</b> PIH Notice 2020-05, issued 10 April 2020	Have not used this waiver since it is very difficult to catch up if we get behind, but the waiver is there as back up if needed.

<b>Voucher Payment Standards (VPS)</b> - - increased payment standards may be applied at any time prior to annual re-certification.	31-December-2020	Increased VPS applied on or before tenant's annual re-certification date.	HCV will increase VPS at interims if the change qualifies the family for increased subsidy.	<b>HCV-7:</b> PIH Notice 2020-05, issued 10 April 2020	Implementing on a case by case basis..
<b>Income Verification</b> -- Tenant self-certification may be used to process annual and interim certifications (mandatory use of EIV as third-party verification of income is waived.)	31-December-2020	Proof of self-certification documentation, including written notes to the tenant's record by the OS during phone certification, email, fax, or mail.	HCV must address / take enforcement action re: material discrepancies between self-certification and EIV reports run after the waiver availability period expires. (31 December 2020).	<b>PH and HCV-3 and 4:</b> PIH Notice 2020-05, issued 10 April 2020 <b>PH and HCV-3 and 4</b> PIH Notice 2020-13 (HA) REV-1, issued 2 July 2020	In effect, may increase risk
<b>HAP Contract Execution</b> --HAP contracts must be executed no later than 120 days (originally 60 days) after execution of the lease.	31-December-2020	HAP contracts executed within 120 days during the waiver availability period / HAP payment dates		<b>HCV-4:</b> PIH Notice 2020-05, issued 10 April 2020 <b>HCV-4:</b> PIH Notice 2020-13 (HA) REV-1, issued 2 July 2020	Not had any go over the 60 days so far..
<b>Absence from Unit</b> -- A family may be absent from the unit for more than 180 consecutive days under extenuating circumstances due to COVID-19.	31-December-2020	Approval of extenuating circumstances.	Payments may not be made beyond December 31, 2020, and the HAP contract must be terminated if the family is still absent from the unit.	<b>HCV-5:</b> PIH Notice 2020-05, issued 10 April 2020	Not had of these, but is an option if needed
<b>Automatic HAP Contract Termination</b> -- Contracts may be extended beyond 180 days after the last HAP payment is made	31-December-2020	HAP payment dates / contract termination dates.		<b>HCV-6:</b> PIH Notice 2020-05, issued 10 April 2020	This is automatic for those who qualify or have zero HAP.
<b>FSS Contract Extension</b> -- Circumstances surrounding COVID-19 qualify as "good cause" to extend family contracts.	31-December-2020	Documentation of COVID-19 as a good cause for contract extension.		<b>PH and HCV-6:</b> PIH Notice 2020-05, issued 10 April 2020	Have not needed to do this..
<b>HQS Initial Inspections</b> -- Owner may certify that there are no life-threatening deficiencies	Availability to accept an owner's certification without an HQS inspection ends 12/31/2020. The PHA is required to conduct an HQS inspection on the unit as soon as reasonably possible but no later than the 1-year anniversary date of the owner's certification.	Owner certification forms / unit occupancy dates/ HQS inspection dates.	Move-in Inspections will continue for vacant units only.	<b>HQS-1:</b> PIH Notice 2020-05, issued 10 April 2020 <b>HQS-1:</b> PIH Notice 2020-13 (HA) REV-1, issued 2 July 2020	High COVID case areas are still self-certifying (over 50 percent) Using CDC mapping tool to determine where Inspectors may go.

<b>PBV Turnover Inspections</b> -- Owner may certify that there are no life-threatening deficiencies	Availability to fill a PBV without an HQS inspection ends on 31 December 2020. All HQS inspections must be completed as soon as reasonably possible but no later than the 1-year anniversary date of the owner's certification.	Owner certification forms / PBV unit occupancy dates/ HQS inspection dates.		<b>HQS-7:</b> PIH Notice 2020-05, issued 10 April 2020 <b>HQS-7:</b> PIH Notice 2020-13 (HA) REV-1, issued 2 July 2020	Not had to do this..
<b>HQS Non-Life Threatening (30-day Fails)</b> - Owner is allowed an extra 30 days (up to 60 days) to make NLT repairs before payments are withheld.	Ability to approve a 30-day extension ends on 31 December 2020	Initial 30-day fail dates/ HQS follow-up inspection dates	Note: the owner may have beyond December 31 to complete repairs, depending on when the 30-day extension was approved.	<b>HQS-3:</b> PIH Notice 2020-05, issued 10 April 2020 <b>HQS-3:</b> PIH Notice 2020-13 (HA) REV-1, issued 2 July 2020	Have not used.
<b>HQS Quality Control Inspections</b> -- QA inspection of a sampling of units under contract is waived.	31-December-2020	QA inspections complete prior to April 10 and after October 31.		<b>HQS-3:</b> PIH Notice 2020-05, issued 10 April 2020 <b>HQS-9:</b> PIH Notice 2020-13 (HA) REV-1, issued 2 July 2020	Started in March, none in June or September, but will look at what is needed for December.
<b>HOME TBRA: Income Documentation.</b> Allows self-certification of employment in lieu of source documentation to determine eligibility.	31-December-2020	Self-certification documentation (must be retained in each tenant file). Income review documentation -- must be complete by 31 March 2021.	Available to individuals/families who have lost income due to COVID-19 and to those who are homeless. Self certification must include all income, excluding emergency tax relief/ stimulus payments	<i>Waivers &amp; Suspension of HOME Program Requirements</i> , Memo from John Gibbs, HUD CPD, 10 April 2020	same as HCV
<b>HOME TBRA: Annual Inspections.</b> Annual inspection of units occupied by TBRA recipients is waived.	31-December-2020	Unit inspection documentation -- must be complete by 30 June 2021.		<i>Waivers &amp; Suspension of HOME Program Requirements</i> , Memo from John Gibbs, HUD CPD, 10 April 2020	same as HCV