

**FLORENCE HOUSING AUTHORITY
PUBLIC HOUSING ADMISSION AND CONTINUED OCCUPANCY
POLICY REVISIONS**

APRIL 24, 2015

The following revisions have been made to the public housing Admission and Continued Occupancy Policy:

VI. ELIGIBILITY FOR ADMISSION AND PROCESSING OF APPLICATIONS INCLUDING FOR DISABLED PERSONS AND PERSONS NEEDING A REASONABLE ACCOMODATION.

G (1)(a) It will not be necessary for adults of different generations or opposite sex, other than spouse's or persons who represent themselves as a couple, to occupy the same bedroom, although they may do so at the request of the family. (ACOP Page 23)

XIV. FLAT RENTS/CEILING RENTS

C. Calculating Ceiling Rents:

The HA will determine the minimum ceiling rents that can be charged for a unit. Ceiling rents are based on the flat rent plus any applicable utility allowance. (ACOP Page 41)

XIV. FLAT RENTS/CEILING RENTS

F. Flat Rents:

NOTE: The family must be offered the opportunity to go on "flat" or "income based" rent and the HA must maintain documentation of the offer and selection.

Flat rents are market based rents or the minimum flat rent as determined by HUD requirements. (ACOP Page 41)

XIV. FLAT RENTS/CEILING RENTS

G. Annual Update of Flat Rents:

The HA shall review the Flat Rent structure within 90 days of publication of the HUD approved Fair Market Rents and adjust the flat rents as needed. Residents on flat rent will not be affected by flat rent updates until their next regular reexamination. (ACOP Page 41)

XVII. SECURITY DEPOSITS

A security deposit shall be made pursuant to a schedule posted in the HA office. Security deposits may be refunded as provided in the Lease and in this procedure. Any balance of the security deposit shall be returned by mail to the former resident as defined in the lease and by state law. A detailed statement of all charges (rent, late fees, damages, etc.) made against the security deposit will be included and mailed within 60 days to the last known address of the resident. No security deposit shall be returned until keys to the unit have been returned to the HA. All security deposits for pets shall be made in accordance with the HA pet policy. There is no interest accrued or paid on any security deposit refunds, if any. A tenant has 90 days to deposit or cash check.

XIX. DECONCENTRATION RULE

C. Actions:

To accomplish the deconcentration goals, the HA will take the following actions:

1. At the beginning of each HA fiscal year, the HA will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous HA fiscal year.
2. To accomplish the goals of deconcentration:
 - a. Not less than 40% of the HA admissions on an annual basis shall be to families that have incomes at or below extremely low-income limit and (ACOP Page 51)

XXVI. APPENDIX “A”

Extremely Low Income Family	A Family whose Annual Income does not exceed 30% of the higher of 30% of the Area Median Income or the Federal poverty level. Where the higher of 30% of the Area Median Income or the Federal poverty level exceeds the Very Low-Income (VLI) limit, the ELI limit is reduced to equal the VLI limit as published by HUD. This affects the targeting requirements of PIH (40% of new admissions). (ACOP Page 59)
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XXVI. APPENDIX “A”

Spouse	Either member of a married pair in relation to the other. (ACOP Page 72)
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