



Housing Authority of the City of Columbia, Missouri

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Details of Proposed Revisions to Admissions and Continued Occupancy Policy (ACOP) July 2009

Item 1 - Page 3-8

“3-I.J. GUESTS [24 CFR 5.100]

PHA Policy

A resident family must notify the PHA when overnight guests will be staying in the unit for more than 3 days. A guest can remain in the unit **no longer than 14 consecutive days** or a total of 30 cumulative calendar days during any 12 month period.

A family may request an exception to this policy for valid reasons (e.g., care of a relative recovering from a medical procedure expected to last 20 consecutive days). An exception will not be made unless the family can identify and provide documentation of the residence to which the guest will return.

Children who are subject to a joint custody arrangement or for whom a family has visitation privileges, that are not included as a family member because they live outside of the public housing unit more than 50 percent of the time, are not subject to the time limitations of guests as described above.

Former residents who have been evicted are not permitted as overnight guests.

Guests who represent the unit address as their residence address for receipt of benefits or other purposes will be considered unauthorized occupants. In addition, guests who remain in the unit beyond the allowable time limit will be considered unauthorized occupants, and their presence constitutes violation of the lease.”

REPLACE “no longer than 14 consecutive days” with **“no longer than 7 consecutive days”**.
This agrees with the current PH lease.

Item 2 - Page 5-6

“5-II.C. TIME LIMIT FOR UNIT OFFER ACCEPTANCE OR REFUSAL

PHA Policy

Applicants must accept or refuse a unit offer within **3 business days** of the date of the unit offer.

Offers made by telephone will be confirmed by letter.”

REPLACE “3 business days” with **“5 days”** to conform to past and current PHA practice.

Item 3 - Page 6-47

“Utility Reimbursement [24 CFR 960.253(c)(3)]

Utility reimbursement occurs when any applicable utility allowance for tenant-paid utilities exceeds the TTP. HUD permits the PHA to pay the reimbursement to the family or directly to the utility provider.

PHA Policy

The PHA will make any utility reimbursements directly to the utility provider, **except in instances where a tenant family owes an outstanding balance on account to CHA. In such circumstances, CHA will apply the reimbursement amount to the outstanding tenant account balance before resuming payments to the utility provider.**”

REMOVE “except in instances where a tenant family owes an outstanding balance on account to CHA. In such circumstances, CHA will apply the reimbursement amount to the outstanding tenant account balance before resuming payments to the utility provider.” Interrupting utility payments to collect tenant debt contradicts 24 CFR 960.253(c) Choice of rent, Chapter 14.4 page 171 of the Public Housing Occupancy Guidebook, 24 CFR 5.632 Utility reimbursements, and 24 CFR 966.4 Lease Requirements (e) (1) (7).

Item 3, continued - Page 15-10

“15-II.C. PHA-CAUSED ERRORS OR PROGRAM ABUSE

PHA-caused incorrect rental determinations include (1) failing to correctly apply public housing rules regarding family composition, income, assets, and expenses, and (2) errors in calculation.

PHA Reimbursement to Family

PHA Policy

The PHA will reimburse family for any overpayment of rent, regardless of whether the overpayment was the result of staff-caused error or staff program abuse. Any tenant account outstanding balances will be deducted from any CHA reimbursement prior to payment of the reimbursement.”

REPLACE “Any tenant account outstanding balances...payment of the reimbursement” with **“Any tenant account outstanding balances will be deducted from any CHA reimbursement - excluding utility allowance payments to utility companies - prior to payment of the reimbursement.”**

Interrupting utility payments to collect tenant debt contradicts 24 CFR 960.253(c) Choice of rent, Chapter 14.4 page 171 of the Public Housing Occupancy Guidebook, 24 CFR 5.632 Utility reimbursements, and 24 CFR 966.4 Lease Requirements (e) (1) (7).