

Summary of HCV Administrative Plan Changes Effective July 1, 2026

CH 6: Income And Subsidy Determinations Section -III.A. Overview of Rent and Subsidy Calculations

Minimum Rent

New PHA Policy

The minimum rent for this locality is **\$100**. The agency may set a minimum rent that is higher than allowed under current statute and regulation [MTW Operations Notice MTW Activity 1.f]. Minimum rent must not exceed \$130 per month. The agency excludes families where all adult members are elderly or disabled from rent policy.

Old PHA Policy

The minimum rent for this locality is **\$50**.

CH 7: Verification Section III.A. EARNED INCOME

Wages

New PHA Policy

For wages other than tips, the family must provide originals of the two most current, consecutive pay stubs. **The PHA may request additional pay stubs when necessary to accurately determine income, including situations where the provided pay stubs reflect reduced hours or increased earnings such as overtime.**

Old PHA Policy

For wages other than tips, the family must provide originals of the two most current, consecutive pay stubs.

CH 11: Reexamination Section I.B. STREAMLINED ANNUAL REEXAMINATIONS

New PHA Policy

The PHA **may** streamline the annual reexamination process by applying the verified COLA or interest rate to fixed-income sources. The PHA will document in the file how the determination that a source of income was fixed was made.

Old PHA Policy

The PHA **will** streamline the annual reexamination process by applying the verified COLA or interest rate to fixed-income sources. The PHA will document in the file how the determination that a source of income was fixed was made.

CH 11-Reexamination Section I.C. SCHEDULING ANNUAL REEXAMINATIONS - This terminology is being maintained for consistency with HUD regulations, standard housing program language, and existing internal procedures, forms, and software that identify the reexamination process using this terminology. Retaining the term “annual reexamination” will ensure clarity for staff, participants, auditors, and partner agencies, while the amended policy language will clearly specify that the timing of reexaminations may vary within the 12–36 month MTW-approved range.

New PHA Policy

Amended: *Anniversary date* is defined as **12 - 36 months** from the effective date of the family’s last annual reexamination or, during a family’s first year in the program, from the effective date of the family’s initial examination (admission).

Added: During implementation of MTW activity the PHA and HUD reserves the right to discontinue or revise the activity to comply with applicable requirements.

Old PHA Policy

The PHA will begin the annual reexamination process 120 days in advance of its scheduled effective date. Generally, the PHA will schedule annual reexamination effective dates to coincide with the family’s anniversary date.

Anniversary date is defined as **12 months** from the effective date of the family’s last annual reexamination or, during a family’s first year in the program, from the effective date of the family’s initial examination (admission).

If the family moves to a new unit, the PHA will not perform a new annual reexamination. The PHA also may schedule an annual reexamination for completion prior to the anniversary date for administrative purposes.

CH 11: Section II.D. PROCESSING THE INTERIM REEXAMINATION Effective Dates

New Policy PHA Policy

If the family share of the rent is to *increase*:

If a family fails to report a change within the required time frames or fails to provide all required information within the required time frames, **The increase will be effective on the first of the month following the change.** The family will be responsible for any overpaid subsidy and may be offered a repayment agreement in accordance with the policies in Chapter 16.

Old Policy PHA Policy

If the family share of the rent is to *increase*:

If a family fails to report a change within the required time frames or fails to provide all required information within the required time frames, **the increase will be applied retroactively, to the date it would have been effective had the information been provided on a timely basis.** The family will be responsible for any overpaid subsidy and may be offered a repayment agreement in accordance with the policies in Chapter 16.

CH16: Section III.C. INFORMAL HEARINGS FOR PARTICIPANTS Scheduling an Informal Hearing [24 CFR 982.555(d)]

New PHA Policy

A request for an informal hearing must be made in writing and delivered to the PHA either in person or by first class mail, by the close of the business day, no later than **30 business days** from the date of the PHA's decision or notice to terminate assistance.

Old PHA Policy

A request for an informal hearing must be made in writing and delivered to the PHA either in person or by first class mail, by the close of the business day, no later than **10 business days** from the date of the PHA's decision or notice to terminate assistance.