Groveland Housing Authority
10 River Pines Drive
Groveland, MA 01834
TEL: 978 372-6761
FAX: 978 373-1107

Memo

To: **All River Pines Residents and All Interested Parties,**

From: Clara Ruiz Vargas, Managing Director

Date: 10/16/2023

Re: **Groveland Housing Authority Proposed changes to Amend:**
The Five-Year Plan 2020-2025
Five-Year Capital Funding Program 2023-2028

The Groveland Housing Authority (GHA) is currently accepting comments regarding the proposed changes to Amend the Five-Year Plan 2020-2025 and the Five-Year Capital Funding Program 2023-2028. Copies of the proposed changes to the plan draft are available for public review at the Groveland Housing Authority and The Haverhill Housing Authority (managing agent) administrative offices, located at 25C Washington Square, Haverhill, Massachusetts. The public can access these documents during regular business hours which are:

- ***Monday, Tuesday, and Thursday 8:30 am to 4:30 pm***
- ***Wednesday 8:30 am to 5:00 pm***
- ***Friday 8:00 am to 1:00 pm***

If you would like an electronic copy of the documents, please send a request email to:

dania@haverhillhousing.com and ***marilyn@haverhillhousing.com***.

The GHA will accept written comments on the proposed changes for a duration of 45 days. Once this period concludes, a public meeting will be held where we will review the comments and discuss the plan. **This meeting will be held on *Friday, December 15, 2023* at the following location:**

Groveland Housing Authority
River Pines Community Room
10 River Pines Drive
Groveland, MA.
Time: 10:00 AM

If you require reasonable accommodation please contact the office by Wednesday, December 13, 2023 at 978-374-6761.

Thank you,
Clara Ruiz Vargas
Managing Director

5-Year PHA Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/201

(for All PHAs)

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. **Form HUD-50075-5Y** is to be completed once every 5 PHA fiscal years by all PHAs.

A. PHA Information.

A.1 **PHA Name:** Groveland Hosing Authority **PHA Code:** MA132

PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2020
PHA Plan Submission Type: ☒ 5-Year Plan Submission ☐ Revised 5-Year Plan Submission

Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

Copies of the Groveland Housing Authority's 5 Year Plan for Fiscal Year Beginning 2020 are available during normal business hours (8:30am – 4:30pm M-F) at the Haverhill Housing Authority's administrative office, located at 25-C Washington Square, Haverhill, MA 01830. Interested parties can also receive copies of the plan by calling the office at 978-372-6761. All policies are also available for the public at the Haverhill Housing Authority office. Copies of all policies are distributed upon request via mail or email.

☐ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)

Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

B.	**5-Year Plan.** Required for all PHAs completing this form.
B.1	**Mission.** State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. The mission of the Groveland Housing Authority (GHA) is to promote decent, safe, affordable housing in a suitable living environment for the city's low income and vulnerable citizens. GHA continues to support the community by staying free from discrimination and focused on aiding the diverse population of our community.
B.2	**Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. In addition to maintaining apartments, continuing personal attention and working with the local community to better improve our service, the GHA is committed to increase the supply of affordable housing by seeking and considering various opportunities to accomplish this goal. Our priority is to develop relationships with services and health agencies throughout the area that aid low-income, elderly, and non-elderly population to provide a wide range of services. In addition, our staff and Board of Commissioners have dedicated themselves to continue education and training by Massachusetts Chapter of NAHRO's professional developments classes. dedicated to providing
B.3	**Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. GHA will continue to act as a liaison between the community and our residents. Our implementation of the Brown Paper Bag Program, our continuous practice of Section 504, our stance on promoting LEP and our willingness in supporting VAWA are some examples on our commitment to improving our assistances. Above all we provide housing that boost and inspire the lives of the residents that inhabit them for a brighter future. GHA and the Groveland Police Department are in partnership to help our residents to live in a safer living environment.

B.4 **Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

The Groveland Housing Authority is committed to supporting the needs of victims of domestic violence and their affected family members. The GHA informs all applicants and program participants of their rights under VAWA. We have adopted an emergency transfer policy based off of HUD's model plan (HUD 5381), and utilize the VAWA Tenancy Addendum (HUD 91067). The GHA will ensure that all actual and potential beneficiaries are aware of their rights under VAWA.

The GHA is required to inform program applicants and participants of their rights under VAWA, including their right to confidentiality and the limits thereof, when they are denied assistance, when they are admitted to the program, and when they are notified of an eviction or termination of housing benefits.

- The GHA will provide all applicants with information about VAWA at the time they request an application for housing assistance. The GHA will also include information about VAWA in all notices of denial of assistance.
- The GHA will provide all participants with information about VAWA at the time of admission (see section 5-I.B) The GHA will also include information about VAWA in notices of termination of assistance.
- The GHA is not limited to providing VAWA information at the times specified in the above policy. If the GHA decides to provide VAWA information to a participant following an incident the GHA will strive to make alternative delivery arrangements that will not put the victim at risk.

The GHA will post the following information regarding VAWA in its offices and at the Haverhill Housing Authority (managing office). It will also make the information readily available to anyone who requests it.

- A notice of occupancy rights under VAWA to the public housing program applicants and participants who are or have been victims of domestic violence, dating violence, sexual assault, or stalking (Form HUD-5380, see Exhibit 16-1)
- A copy of form HUD-5382, Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking and Alternate Documentation (see Exhibit 16-2)
- A copy of the HHA's emergency transfer plan (Exhibit 16-3)
- A copy of HUD's Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, Form HUD-5383 (Exhibit 16-4)
- The National Domestic Violence Hot Line: 1-800-799-SAFE (7233) or 1-800-787-3224 (TTY) (included in Exhibits 16-1 and 16-2)
- Contact information for local victim advocacy groups or service providers
- Notification to Program Applicants and Participants [24 CFR 5.2005(a)(1)]

When discussing VAWA with the victim, the GHA will take reasonable precautions to ensure privacy for the applicant or participant. Victim of domestic violence may, but is not required to, designate an attorney, advocate, or other secure contact for communications regarding VAWA protections.

Any request for documentation of domestic violence, dating violence, sexual assault or stalking will be in writing and will:

- specify a deadline of 14 business days following receipt of the request,
- will describe the three forms of acceptable documentation,
- will provide explicit instructions on where and to whom the documentation must be submitted, and
- will state the consequences for failure to submit the documentation or request an extension in writing by the deadline.

The GHA may, at its discretion, extend the deadline and any extension granted by the PHA will be in writing.

GHA Policy on VAWA Related Protections against Termination

VAWA provides four specific protections against termination of assistance for victims of domestic violence, dating violence, sexual assault or stalking. (Note: The second, third, and fourth protections also apply to terminations of tenancy or occupancy by owners participating in the Public Housing Program, as do the limitations discussed under the next heading.)

- First, VAWA provides that a PHA may not terminate assistance to a family that moves out of an assisted unit in violation of the lease, with or without prior notification to the PHA, if the move occurred to protect the health or safety of a family member who is or has been the victim of domestic violence, dating violence, sexual assault or stalking and who reasonably believed he or she was imminently threatened by harm from further violence if he or she remained in the unit [24 CFR 982.354(b)(4)].
- Second, it provides that an incident or incidents of actual or threatened domestic violence, dating violence, sexual assault or stalking may not be construed either as a serious or repeated lease violation by the victim or as good cause to terminate the assistance of the victim [24 CFR 5.2005(c)(1)].
- Third, it provides that criminal activity directly related to domestic violence, dating violence, sexual assault or stalking may not be construed as cause for terminating the assistance of a tenant if a member of the tenant's household, a guest, or another person under the tenant's control is the one engaging in the criminal activity and the tenant or affiliated individual or other individual is the actual or threatened victim of the domestic violence, dating violence, or stalking [24 CFR 5.2005(c)(2)].

- Fourth, it gives PHAs the authority to terminate assistance to any tenant or lawful occupant who engages in criminal acts of physical violence against family members or others without terminating assistance to, or otherwise penalizing, the victim of the violence [24 CFR 5.2009(a)].

When an individual facing termination of assistance for reasons related to domestic violence, dating violence, sexual assault or stalking claims protection under VAWA, the GHA will request that the individual provide documentation supporting the claim in accordance with the policies in the Administrative Plan. The GHA reserves the right to waive the documentation requirement if it determines that a statement or other corroborating evidence from the individual will suffice

See ACOP for updated VAWA policies.

B.5	**Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. The GHA defines "significant amendment" and "substantial deviation / modification" from the PHA Plan as follows: • A change which would significantly affect current rent or admissions policies or organization of a waiting list in the Public Housing programs. • Any changes from the Board of Commissioners to add or delete programs or funding which are optional to GHA as long as HUD requirements are met. • Board of Commissioners decision to open and close wait list application periods • Implementation of Section 102 and 104 of the Housing Opportunity Through Modernization Act of 2016 (HOTMA) see attach
B.6	**Resident Advisory Board (RAB) Comments.** (a) Did the RAB(s) provide comments to the 5-Year PHA Plan? Y N X (b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.
B.7	**Certification by State or Local Officials.** Form HUD 50077-SL *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan* , must be submitted by the PHA as an electronic attachment to the PHA Plan.

Instructions for Preparation of Form HUD-50075-5Y
5-Year PHA Plan for All PHAs

A. PHA Information 24 CFR §903.23(4)(e)

A.1 Include the full **PHA Name, PHA Code, , PHA Fiscal Year Beginning** (MM/YYYY), **PHA Plan Submission Type,** and the **Availability of Information,** specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. 5-Year Plan.

B.1 Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. (24 CFR §903.6(a)(1))

B.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low- income, and extremely low- income families for the next five years. (24 CFR §903.6(b)(1)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA's 5-Year Plan.

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. (24 CFR §903.6(b)(2))

B.4 Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. (24 CFR §903.6(a)(3))

B.5 Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

B.6 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB provide comments?
(b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.17(a), 24 CFR §903.19)

Proposed Changes effective 02/1/2024
Implementation Date 01/01/2025

ASSETS LIMITATION ADMISSION: At admission an applicant family with a net family asset that exceed $100,000.00 (adjusted annually for inflation and in accordance with the Consumer Price Index for Urban Wage Earner and Clerical Workers) and a family who has a present ownership interest in, and the effective legal authority to sell the real property, (based on laws of the state and locality in which the property is located) that is suitable for occupancy by the family as a residence will be subject to denial at admission.

ASSETS LIMITATION CONTINUED OCCUPANCY: At admission an applicant family with a net family asset that exceed $100,000.00(adjusted annually for inflation and in accordance with the Consumer Price Index for Urban Wage Earner and Clerical Workers) and a family who as a present ownership interest in, a legal right to reside in and the effective legal authority, (based on laws of the state and locality in which the property is located) that is suitable for occupancy by the family as a residence will be subject to eviction. During the family annual reexamination, the GHA discover the net family asset exceed the $100,000.00 or has a present ownership interest in and legal authority to sell the real property that is suitable for occupancy by the family, the GHA will begin eviction. The GHA will notify the family and allow the family 6 months to cure. After, the six-month GHA will begin the eviction process. Except when the family's net assets no longer exceed $100,000.00 (adjusted annually)

CALCULATING INCOME NEW ADMISSION & INTERIM REXAMINATION: Household income, including asset income, GHA will continue using anticipated income (current income estimated for the upcoming 12-month period).

CALUCULATING ANNUAL REEXAMINATIONS: GHA will determine the family's income for the previous 12-month period and use this amount as the family income for annual reexaminations; adjustments to reflect current income must be made. Any change of income since the family's last annual reexamination, including those that did not meet the 10% threshold to process an interim reexamination of family income such as a loss of income or the addition of a new source of income.

New procedure:

1. Determine the annual income for the previous 12-month period as defined at 24CFR5.6099 (a) and (b), if there have been no changes to income beyond this calculation, then this is the amount that will be used to determine the family's rental assistance. GHA will review the EIV Income Report; the income reported on the most recent reexamination and the family certified annual reexamination paperwork for prior-year income.
2. The GHA will take into consideration any interim reexamination of family income completed since the last annual reexamination. If there was an interim reexamination performed the GHA must use the annual income from the interim to determine the family's rental assistance if there are no additional changes. If the GHA did not perform an interim or there have been changes since the last reexamination follow the next steps.
3. If there were changes in annual income not processed by the GHA since the last reexamination, use current income. If there is no reported changes to an income source, the GHA may use documentation or prior-year income to calculate the annual income used

for the current annual reexamination such as EIV, prior year-end statement, paycheck with year to date amount, tax forms (form 1040, W2, 1099) If there are reported changes by the family or the GHA notes discrepancies between EIV and what the family reports, follow the verification hierarch to document and verify income.

APPLYING CURRENT SSA COLA AT ANNUAL AND INTERIM REEXAMINATION: Effective the day after SSA has announced the COLA, GHA will factor in the COLA when determining SS and SSI annual income for all annual reexaminations and interim reexamination of family income that have not yet been completed and will be effective January 1 or later of the upcoming year.

DE MINIMIS ERRORS: GHA will not be considered out of compliance solely due to de minimis errors in calculating family income. If the GHA determination of a family's income deviates from the correct income determination by no more than $30.00 per month in monthly adjusted income ($360.00 in annual adjusted income). If the GHA become aware of the existence of an income calculation error, they are obligated to correct the error(s) retroactive to the effective date of the action the error was made regardless of the dollar amount associated with the error. The GHA will credit a family if the family was overcharged tenant rent, including when the GHA make de minimis error in the income determination. Families will not be required to repay the GHA in instance where the GHA miscalculated income resulting in a family being undercharged for rent.

ELDERLY/DISABLED FAMILY DEDUCTION: the elderly deduction increases from $400.00 to $525.00 and applies to a family's next interim or annual reexamination, whichever is sooner. The amount of the deduction will be adjusted annually . HUD will publish the CPI-W adjusted elderly deduction to the HUD user Web site.

HIGHER THRESHOLD FOR DEDUCTING HEALTH AND MEDICAL CARE EXPENSES AND UNREIMBURSED REASONABLE ATTENDANT CARE AND AUXILIARY APPARATUS EXPENSES. The sum of unreimbursed health and medical care and reasonable attendant care and auxiliary expenses that exceed 10 percent of the family annual income can be deducted from annual income.

NEW DEFINITION OF UNREIMBURSED HEALTH AND MEDICAL CARE EXPENSES AND REASONABLE ATTENDANT CARE AND AUXILIARY APPARATUS EXPENSES DEDUCTION: includes costs incurred for the diagnosis, cure, mitigation, treatment, or prevention of diseases or payment for treatments affecting any structure or function of the body. Health and medical care expenses include medical insurance premiums and long-term care premiums that are paid or anticipated during the period for which annual income is computed. Medical insurance premiums continue to be eligible health and medical care expenses, However, health and medical care expenses may be deducted from annual income only if they are eligible and not otherwise reimbursed and may not be deducted for elderly or disabled families.

UNREIMBURSED REASONABLE ATTENDANT CARE AND AUXILIARY APPARATUS EXPENSES: items can include, for example, expenses for wheelchairs, ramps adaptations to vehicles, guide dogs, assistance animal, or special equipment to enabled a person who is blind or has low vision to read, or type or special equipment to assist a person who is deaf or hard of hearing. Some examples of attendant care expenses can include teaching a person with disabilities how to perform day-to-day tasks independently like cleaning, bathing, doing laundry, and cooking. Attendant care can be 24-hour care, or care during sporadic periods throughout the day. To claim the deduction the family must include a person with a disability, and the expense must enable any member of the family

(including the member who is a person with a disability) to be employed. If the unreimbursed reasonable attendant care and auxiliary apparatus expenses exceed the amount earned by the person who was enabled to work, the deduction wil be capped at the amount earned by that individual.

HARDSHIP EXEMPTIONS FOR HEALTH AND MEDICAL CARE EXPENSES AND REASONABLE ATTENDANT CARE AND AUXILIARY APPARATUS EXPENSES: the threshold to deduct health and medical care expenses and reasonable attendant care and auxiliary apparatus expenses has been increased from an excess of 3 to an excess of 10 percent of annual income. Concurrently with this increase, the regulations provide financial hardship exemptions for unreimbursed health and medical care expenses, and for reasonable attendant care and auxiliary apparatus expenses for eligible families. A family will benefit from this hardship exemption only if the family has eligible expenses that can be deducted in excess of 5 percent of annual income. In order to claim unreimbursed health and medical care expenses, the family must have a head, co-head, or spouse that is elderly or a person with a disability. In order to claim unreimbursed reasonable attendant care and auxiliary apparatus expenses, the family must include a person with a disability, and the expenses must enable any member of the family (including the member who is a person with a disability) to be employed.

Families may be eligible for relief under one of two categories; phased-in relief or general relief, as defined below.

1.**Phased in relief.** All families who received a deduction for unreimbursed health and medical care and/or reasonable attendant care or auxiliary apparatus expenses based on their most recent income review prior to January 1, 2024, will begin receiving the 24 month phased-in relief at their next annual reexamination or interim reexamination, whichever occurs first after January 1, 2024. Families who receive phased-in relief will have eligible expenses deducted that exceed 5 percent of annual income for 12 months. Twelve months after the 5 percent phase-in began, families will have eligible expenses deducted that exceed 7.5 percent of annual income for the immediately following 12 months. After the family has completed the 24 months phase-in at the lower thresholds, as described above, the family will remain at the 10 percent threshold, unless the family qualifies for relief under the general hardship relief provision.

2.**General Relief** . To receive general relief, a family must demonstrate that the family's unreimbursed health and medical care expenses or unreimbursed reasonable attendant care and auxiliary apparatus expenses increased, or the family's financial hardship is a result of a change in circumstances that would not otherwise trigger an interim reexamination. Relief is available regardless of whether the family previously received an unreimbursed health and medical care expense deduction, unreimbursed reasonable attendant care and auxiliary apparatus expense deduction, are currently receiving phased-in hardship relief, or were previously eligible for either this general relief or the phased-in relief. The family will granted an additional 90 extension if:

1. The family is awaiting an eligibility determination for a federal, state, or local assistance program, such as a determination for unemployment compensation or disability benefits;

2.The family's income decreased because of a loss of employment, death of a family member, or due to a natural or federal/state declared disaster; or days if:

DEFINITON OF FAMILY a single person who:

a. Is an otherwise eligible youth who has attained at least 18 years of age and not more than 24 years of age;

b. Has left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act (42 U.S.C. 675(5)(H)); and
c. Is homeless or is at risk of becoming homeless at age 16 or older.

DEFINITION OF FOSTER ADULT AND FORSTER CHILD:

a. A foster adult is defined as a member of the household who is 18 years or older and meet as foster adult is unable to live independently due to a debilitating physical or mental condition and is placed with the family by an authorized placement agency or by judgment, decree, or other order of any court of competent jurisdiction.
b. A foster child is defined as a member of the household who meets the definition of a foster child under state law. In general, a foster child is placed with the family by an authorized placement agency (e.g., public child welfare agency) or by judgment, decree, or other order of any court of competent jurisdiction.

Foster adults/children are not considered family members and must not be included in calculations of income for eligibility and rent determination purposes. However, foster adults/children are considered household members and must be included when determining unit size or subsidy standards based on established policies.

ANNUAL INCOME: Annual income includes all amounts received from all sources by each member of the family who is 18 years of age or older, the head of household, or spouse of the head of household, in addition to unearned income received by or on behalf of each dependent who is under 18 years of age. Annual income does not include amounts specifically excluded in paragraph (b) of 24 CFR § 5.609. All amounts received by the head of household, co-head, or spouse, including the income of a day laborer, independent contractor, and seasonal worker. are included in annual income regardless of age, unless otherwise excluded in paragraph (b) of 24 CFR § 5.609. Annual income also includes all actual anticipated income from assets even if the asset is excluded from net family assets but the income from the asset is not otherwise excluded. Imputed returns on net family assets are included in annual income only when net family assets exceed $50,000 (a figure that is annually adjusted for inflation) and actual asset income cannot be calculated for all assets. GHA will not impute income from assets if the total value of net family assets is equal to or less than $50,000 (as adjusted by inflation).

DEFINITION OF EARNED INCOME: Earned Income is defined as income or earnings from wages, tips, salaries, other employee compensation, and net income from self-employment. Earned income does not include any pension or annuity, transfer payments (meaning payments made or income received in which no goods or services are being paid for, such as welfare assistance, Social Security, and other governmental subsidies/benefits), or any cash or in-kind benefits.

DEFINITION OF DAY LABORER: A day laborer is defined as an individual hired and paid one day at a time without an agreement that the individual will be hired or work again in the future. Income earned as a day laborer is not considered nonrecurring income under 24 CFR § 5.609(b)(24) of this notice) and must be included, unless specifically excluded in 24 CFR § 5.609(b) (e.g., earnings of full-time students in excess of the dependent deduction (24 CFR §§ 5.609(b)(3), (b)(14), etc.).

DEFINITION OF INDEPENDENT CONTRACTOR: An independent contractor is an individual who qualifies as an independent contractor instead of an employee in accordance with the Internal Revenue Code federal income tax requirements and whose earnings are consequently subject to the self-

employment tax. In general, an individual is an independent contractor if they have the right to control or direct only the conduct of the work. For example, while instructions and route information are generally provided, third-party delivery and transportation service providers are considered independent contractors unless state law dictates otherwise. In addition, individuals considered "gig workers," such as babysitters, landscapers, rideshare drivers, and house cleaners, typically fall into the category of independent contractor. Income earned as an independent contractor is not considered nonrecurring income and must be included unless specifically excluded in 24 CFR § 5.609(b) (e.g., 24 CFR §§ 5.609(b)(3), (b)(14), etc.).

DEFINITION OF SEASONAL WORKER: A seasonal worker is defined as an individual who is: 1) hired into a short-term position (e.g., for which the customary employment period for the position is 6 months or fewer); and 2) the employment begins about the same time each year (such as summer or winter). Typically, the individual is hired to address seasonal demands that arise for the employer or industry. Some examples of seasonal work include employment limited to holidays or agricultural seasons. Seasonal work may include but is not limited to employment as a lifeguard, ballpark vendor, or snowplow driver. Income earned as a seasonal worker is not considered nonrecurring income and must be included unless specifically excluded in 24 CFR § 5.609(b) (e.g., § 5.609(b)(14), etc.).

DEFINITION OF UNEARNED INCOME: Unearned income means any annual income, as calculated under 24 CFR § 5.609, that is not earned income.

DETERMINING NET ASSET: Net family assets are defined as the net cash value of all assets owned by the family, after deducting reasonable costs that would be incurred in disposing of real property, savings, stocks, bonds, and other forms of investment, except as excluded.

Assets with negative equity. The cash value of real propertyF1 or other assets with negative equity would be considered $0 for the purposes of calculating net family assets. Negative equity in real property or other investments does not prohibit the family from selling the property or other investments, so negative equity alone would not justify excluding the property or other investments from family assets.

Assets disposed of for less than fair market value. In determining the value of net family assets, PHAs/MFH Owners must include the value of any business or family assets disposed of by an applicant or tenant for less than fair market value (including a disposition in trust,F2 but not in a foreclosure or bankruptcy sale) during the two years preceding the date of application for the program or reexamination, as applicable, in excess of the consideration received. An asset moved to a retirement account held by a member of the family is not considered to be an asset disposed of for less than fair market value. In the case of a disposition as part of a separation or divorce settlement, the disposition will not be considered less than fair market value if the applicant or tenant receives consideration not measurable in dollar terms.

Asset owned by business entity. If a business entity (e.g., limited liability company or limited partnership) owns the asset, then the family's asset is their ownership stake in the business, not some portion of the business's assets. However, if the family holds the assets in their own name (e.g., they own one third of a restaurant) rather than in the name of a business entity, then the percentage value of the asset owned by the family is what is counted toward net family assets (e.g., one-third of the value of the restaurant).

Jointly owned assets. For assets jointly owned by the family and one or more individuals outside of the assisted family, PHAs/MFH Owners must include the total value of the asset in the calculation of net family assets, unless the asset is otherwise excluded (see F.4.b of this notice), or unless the assisted family can demonstrate that the asset is inaccessible to them, or that they cannot dispose of any portion of the asset without the consent of another owner who refuses to comply. If the family demonstrates that they can only access a portion of an asset, then only that portion's value shall be included in the calculation of net family assets for the family. Likewise, any income from a jointly owned asset must be included in annual income, unless that income is specifically excluded (see Attachment G), or unless the family demonstrates that they do not have access to

the income from that asset, or that they only have access to a portion of the income from that asset. If an individual is a beneficiary who is entitled to access the account's funds only upon the death of the account's owner, and may not otherwise withdraw funds from an account, then the account is not an asset to the assisted family, and the family should provide proper documentation demonstrating that they are only a beneficiary on the account.

EXCLUSIONS FROM NET FAMILY ASSETS: Required exclusions from net family assets include the following:

a. The value of necessary items of personal property. (See paragraph F.4.c (Necessary and Non-Necessary Personal Property) of this notice.)

b. The value of all non-necessary items of personal property with a total combined value of $50,000 or less, annually adjusted for inflation. (See paragraph F.4.c (Necessary and Non-Necessary Personal Property) of this notice.)

c. The value of any account under a retirement plan recognized as such by the Internal Revenue Service, including Individual Retirement Accounts (IRAs), employer retirement plans (e.g., 401(k), 403(b)), and retirement plans for selfemployed individuals.

d. The value of real property that the family does not have the effective legal authority to sell in the jurisdiction in which the property is located. Examples of this include but are not limited to: co-ownership situations (including situations where one owner is a victim of domestic violence), where one party cannot unilaterally sell the real property; property that is tied up in litigation; inherited property in dispute.

e. Any amounts recovered in any civil action or settlement based on a claim of malpractice, negligence, or other breach of duty owed to a family member arising out of law that resulted in a member of the family being a person with disabilities.

f. the value of any Coverdell education savings account under section 530 of the Internal Revenue Code of 1986; the value of any qualified tuition program under section 529 of such Code; and the amounts in, contributions to, and distributions from any Achieving a Better Life Experience (ABLE) account authorized under section 529A of such code.

g. The value of any "baby bond" account created, authorized, or funded by the federal, state, or local government (money held in trust by the government for children until they are adults).

h. Interests in Indian trust land.

i. Equity in a manufactured home where the family receives assistance under 24 CFR Part 982.

j. Equity in property under the Homeownership Option for which a family receives assistance under 24 CFR Part 982.

k. Family Self-Sufficiency accounts.

l. Federal tax refunds or refundable tax credits for a period of 12 months after receipt by the family.

m. The full amount of assets held in an irrevocable trust. (See paragraph F.4.d (Trusts) of this notice.)

n. The full amount of assets held in a revocable trust where a member of the family is the beneficiary, but the grantor/owner and trustee of the trust is not a member of the participant family or household. (See paragraph F.4.d (Trusts) of this notice)

NECESSARY AND NON-NECESSARY PERSONAL PROPERTY

Necessary personal property is excluded from net family assets. Non-necessary personal property with a combined value greater than $50,000, as adjusted by inflation, is considered part of net **family** assets. When the combined value of all non-necessary personal property does not exceed $50,000, as adjusted by inflation, all non-necessary personal property is excluded from net family assets. All assets are categorized as either real

property (e.g., land, a home) or personal property. Personal property includes tangible items, like boats, as well as intangible items, like bank accounts. For example, a family could have non-necessary personal property with a combined value that does not exceed $50,000 but also own real property such as a parcel of land. Even though the non-necessary personal property would be excluded from net family assets, the real property would be included in net family assets regardless of its value unless the real property meets a different exclusion under 24 CFR § 5.603. Necessary personal property are items essential to the family for the maintenance, use, and occupancy of the premises as a home; or they are necessary for employment, education, or health and wellness. Necessary personal property includes more than merely items that are indispensable to the bare existence of the family. It may include personal effects (such as items that are ordinarily worn or utilized by the individual), items that are convenient or useful to a reasonable existence, and items that support and facilitate daily life within the family's home. Necessary personal property also includes items that assist a household member with a disability, including any items related to disability-related needs, or that may be required for a reasonable accommodation for a person with a disability. Necessary personal property does not include bank accounts, other financial investments, or luxury items.

TRUSTS Whether the value of a trust counts as a net family asset and whether distributions from the trust count as annual income to the family depends on the following three factors: ▯ Whether the trust is under the control of the family;

a. whether distributions are made from the trust's principal; and

b. whether distributions are made from the trust's principal; and

c. the purpose of the distribution, if the distribution is made from income earned on the trust's principal.

TRUST AS NET FAMILY ASSETS: The value of irrevocable trusts and revocable trusts that are not under the control of the family are both excluded from net family assets. The distinguishing feature of a revocable trust is that the grantor can terminate and/or amend the trust at any time for any reason before his or her death. In circumstances when a member of the assisted family is the beneficiary of a revocable trust, but the grantor is not a member of the assisted family, the beneficiary does not "own" the revocable trust, and the value of the trust is excluded from net family assets. For the revocable trust to be considered excluded from net family assets, no family or household member may be the account's trustee. A revocable trust that is under the control of the family or household (e.g., the grantor is a member of the assisted family or household) is included in net family assets, and, therefore, income earned on the trust is included in the family's income from assets. This also means that GHA will calculate imputed income on the revocable trust if net family assets are more than $50,000, as adjusted by inflation, and actual income from the trust cannot be calculated (e.g., if the trust is comprised of farmland that is not in use).

ACTUAL INCOME FROM A TRUST: Actual Income from a Trust If the GHA determines that the revocable trust is included in the calculation of net family assets, then the actual income earned by the revocable trust is also included in the family's income. Where an irrevocable trust is excluded from net family assets, the GHA must not consider actual income earned by the trust (e.g., interest earned, rental income if property is held in the trust) for so long as the income from the trust is not distributed.

TRUST DISTRIBUTIONS AND ANNUAL INCOME

a.Revocable trust considered part of net family assets: If the value of the trust is considered part of the family's net assets, then distributions from the trust are not considered income to the family.

b. Revocable or irrevocable trust not considered part of net family assets: If the value of the trust is not considered part of the family's net assets, then distributions from the trust are treated as follows:

1. All distributions from the trust's principal are excluded from income.
2. Distributions of income earned by the trust (i.e., interest, dividends, realized gains, or other earnings on the trust's principal), are included as income unless the distribution is used to pay for the health and medical expenses for a minor.

FEDERAL TAX REFUNDS OR REFUNDABLE TAX CREDITS

All amounts received by a family in the form of federal tax refunds or refundable tax credits are excluded from a family's net family assets for a period of 12 months after receipt by the family. Taxpayers have several options for receiving their tax refunds: via paper check or direct deposit into a checking or savings account; via Treasury Direct to buy savings bonds; via direct deposit into a Traditional, Roth, or Simplified Employee Pension Plan-IRA; or via purchase of savings bonds, a Health Savings Account, an Archer Medical Savings Account, or a Coverdell Education Savings Account. Refundable tax credits, such as the Earned Income Tax Credit (EITC), are determined as part of an overall tax return submission to the Internal Revenue Service (IRS). Taxpayers receive one federal tax refund reflecting the taxpayer's tax liability, if negative, including any applicable refundable tax credits. At the time of an annual or interim reexamination of income, if the federal tax refund was received during the 12 months preceding the effective date of the reexamination, then the amount of the refund that was received by the family is subtracted from the total value of the account in which the federal tax refund or refundable tax credits were deposited. When the subtraction results in a negative number, then the balance of the asset is considered $0. If the tax refund or refundable tax credit is deposited into another excluded asset, such as a retirement account or a Coverdell Education Savings Account, then the deposit will have no effect on the balance of the asset (i.e., there is no need for the GHA to subtract the amount of the deposit from the value of the excluded asset).

PASSBOOK RATE: HUD will annually publish a passbook rate based on the Federal Deposit Insurance Corporation (FDIC) National Deposit Rate for savings accounts, which is an average of national savings rates published on a monthly basis. GHA must use the HUD-published passbook rate when calculating imputed asset income for net family assets that exceed $50,000 (a figure that is annually adjusted for inflation). The HUD-published passbook rate will be posted to a dataset on the HUD User Web site, alongside annual inflationary adjustments

ACTUAL INCOME: actual income from assets is always included in a family's annual income, regardless of the total value of net family assets or whether the asset itself is include or excluded from net family assets, unless that income is specifically excluded by 24 CFR5.609(b).

Income or returns from assets are generally considered to be interest, dividend payments, and other actual income earned on the asset, and not the increase in market value of the asset. The increase in market value is relevant to the cash value of the asset for the purpose of determining total net family assets and imputing income.

IMPUTED INCOME: Imputed income from assets is no longer determined based on the greater of actual or imputed income from the assets. Instead, imputed asset income must be calculated for specific assets when three conditions are met:

a.The value of net family assets exceeds $50,000 (as adjusted for inflation);

b.The specific asset is included in net family assets; and

c.Actual asset income cannot be calculated for the specific asset. If the actual income from assets can be computed for some assets but not all assets, then GHA must add up the actual income from the assets, where actual income can be calculated, then calculate the imputed income for the assets where actual income could not be calculated. After the GHA has calculated both the actual income and imputed income, the housing provider must combine both amounts to account for income on net family assets with a combined value of over $50,000. When the family's net family assets do not exceed $50,000 (as adjusted for inflation), imputed income is not calculated. Imputed asset income is never calculated on assets that

are excluded from net family assets. When actual income for an asset — which can equal $0 — can be calculated, imputed income is not calculated for that asset.

INCOME EXCLUSIONS

1.Nonrecurring Income Regulation: 24 CFR §§ 5.609(b)(24) and CFR 891.105 Summary: The nonrecurring income exclusion replaces the former exclusion for temporary, nonrecurring, and sporadic income (including gifts), but it provides a narrower definition of excluded income in contrast to the former broad exclusion of temporary, nonrecurring, or sporadic income. Income that will not be repeated beyond the coming year (i.e., the 12 months following the effective date of the certification), based on information provided by the family, is considered nonrecurring income and is excluded from annual income. However, income received as an independent contractor, day laborer, or seasonal worker is not excluded from income under § 5.609(b)(24), even if the source, date, or amount of the income varies. Income that has a discrete end date and will not be repeated beyond the coming year during the family's upcoming annual reexamination period will be excluded from a family's annual income as nonrecurring income. This does not include unemployment income and other types of periodic payments that are received at regular intervals (such as weekly, monthly, or yearly) for a period of greater than one year that can be extended. For example, an increasing number of cities and states are piloting guaranteed income programs that have discrete beginning and end dates. This income can be excluded as nonrecurring in the final year of the pilot program. For example, for an annual reexamination effective 2/1/2024, guaranteed income that will be repeated in the coming year but will end before the next reexamination on 2/1/2025 will be fully excluded from annual income. Income amounts excluded under this category may include, but are not limited to, nonrecurring payments made to the family or to a third party on behalf of the family to assist with utilities, eviction prevention, security deposits to secure housing, payments for participation in research studies depending on the duration, and general one-time payments received by or on behalf of the family. The following list of exclusions is codified at 24 CFR § 5.609(b)(24) as nonrecurring income. Please note that the list is not exhaustive:

a. Payments from the U.S. Census Bureau for employment lasting no longer than 180 days and not culminating in permanent employment; b.Direct federal or state economic stimulus payments;

c. Amounts directly received by the family as a result of state refundable tax credits or state tax refunds at the time they are received;

d.Amounts directly received by the family as a result of federal refundable tax credits or federal tax refunds at the time they are received;

e. Gifts for holidays, birthdays, or other significant life events or milestones (e.g., wedding, baby shower, or anniversary gifts);

f. In-kind donations (e.g., food, clothing, or toiletries received from a food bank or similar organization); and

g. Lump-sum additions to net family assets (e.g., lottery winnings, contest winnings, etc.).

2. **NONRECURRING INCOME**: Temporary U.S. Census Bureau Employment Regulation: 24 CFR § 5.609(b)(24)(i) Summary: Payments from the U.S. Census Bureau for employment relating to the decennial census or the American Community Survey lasting no longer than 180 days and not culminating in permanent employment are excluded from annual income. However, it should be noted that any permanent employment with the U.S. Census Bureau should be considered in the annual income calculation.

3.**NONRECURRING INCOME:** Economic Stimulus or Recovery Payments Regulation: 24 CFR § 5.609(b)(24)(ii) Summary: Direct federal or state payments intended for economic stimulus or recovery are excluded from annual income. HUD will continue to advise PHAs of which payments are considered economic stimulus or recovery payments for the purposes of income calculation.

4.**NONRECURRING INCOME:**

a. State Tax Refunds Regulation: Amounts directly received by the family as a result of state refundable tax credits or state tax refunds at the time they are received are excluded from annual income.
b. Federal Tax Refunds Regulation: Amounts directly received by the family as a result of federal refundable tax credits and federal tax refunds at the time they are received are excluded from annual income.
5. **Gifts Regulation:** Gifts for holidays, birthdays, or other significant life events or milestones (e.g., weddings, baby showers, anniversaries) are excluded from annual income.
6. **In-Kind Donations Regulation:** Non-monetary in-kind donations, such as food or toiletries, received from a food bank or similar organization are excluded from annual income. When calculating annual income, GHA are prohibited from assigning monetary value to non-monetary in-kind donations received by the family. Non-recurring, non-monetary in-kind donations from friends and family may be excluded as non-recurring income. See (24 CFR § 5.609(b)(24)).
7. **Lump-Sum Additions to Net Family Assets**: Lump-sum additions to net family assets, including but not limited to lottery or other contest winnings, are excluded from annual income. These amounts may count toward net family assets in accordance with 24 CFR § 5.603.
8. **income earned on amounts placed in a Family's Self Sufficiency (FSS) account**
9. **Income of Living-in Aides, Foster Children, and Foster Adults**
10. **Payment Receive for the Care of Foster Children or Foster Adults or State or Tribal Kinship or Guardianship Care payments**
11. **Insurance Payments or Settlements**
12. **Civil Action Recoveries or Settlements**
13. **Earned Income of Dependent Full-Time Students**
14. **Adoption Assistance Payments**
15. **Veteran Regular Aid and Attendance**
16. **Home-Based Care payment for a family member(s) with a disability.**
17. **Loan Proceeds**
18. **Certain Payments Received by Tribal Members.** Payments received by Tribal members as a result of claims relating to the mismanagement of assets held in trust by the United States, to the extent such payments are also excluded from gross income under the Internal Revenue Code (IRC) or other federal law, are excluded from annual income.
a. Cobell Settlement
b. Tribal Trust Settlements
19. **Exclusions from Other Federal Statutes Regulation:** This exclusion applies to all amounts that HUD is required by federal statute to exclude from annual income. HUD will publish a notice in the Federal Register to identify the benefits that qualify for this exclusion. Updates will be published when necessary.
20. **Replacement Housing Gap Payments Regulation:** Replacement housing "gap" payments made in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 ("URA"), as implemented by 49 CFR Part 24, are excluded from annual income. "Gap" payments offset the increased out-pocket costs of displaced persons who move from one federally subsidized housing unit to another federally subsidized housing unit. However, replacement housing "gap" payments are not excluded from annual income if the increased cost of rent and

utilities is reduced or eliminated, and the displaced person retains or continues to receive the replacement housing "gap" payments. Replacement housing "gap" payments should cover a minimum of 42 months of tenancy at the new unit.

21. Tribal Trust Settlements:

22. Student Financial Assistance Regulation: The treatment of student financial assistance depends on the HUD program, student/household characteristics, and the type of financial assistance received by the student. The student financial assistance rules apply to both full-time and part-time students. The two types of student financial assistance.

a. **Amounts Received Under Section 479B of the Higher Education Act (HEA) of 1965, as amended (20 U.S.C. 1087uu)** Section 479B provides that certain types of student financial assistance are to be excluded in determining eligibility for benefits made available through federal, state, or local programs financed with federal funds. The types of financial assistance listed below are considered 479B student financial assistance programs; however, this list is not exhaustive, and 479B will be updated as of July 1, 2024.

1. Federal Pell Grants; ▯ Teach Grants; ▯ Federal Work Study Programs; ▯ Federal Perkins Loans;
2. Student financial assistance received under the Bureau of Indian Education; ▯ Higher Education Tribal Grant;
3. Tribally Controlled Colleges or Universities Grant Program;
4. Employment training program under section 134 of the Workforce Innovation and Opportunity Act (WIOA). G.16.b Other Student Financial Assistance.

23.Other student financial assistance includes grants or scholarships received from the following sources:

1.The Federal government;

2. A state (including U.S. territories), Tribe, or local government; ▯ A private foundation registered as a nonprofit under 26 U.S.C. 501(c)(3);

3. A business entity (such as a corporation, general partnership, limited liability company, limited partnership, joint venture, business trust, public benefit corporation, or nonprofit entity); or ▯ An institution of higher education. Other student financial assistance does not include: ▯ Financial support provided to the student in the form of a fee for services performed (e.g., a work study or teaching fellowship that is not excluded under section 479B of the Higher Education Act HEA); or ▯ Gifts, including gifts from family or friends.

24. Non-section 8 Programs subject to this Notice.

All assistance received under 479B of the HEA by students participating in the Public Housing or non–Section 8 programs administered by MFH is excluded from income. Other student financial assistance received by the student that, either by itself or in combination with HEA assistance, exceeds the actual covered costs is not excluded from income. Prior to the final rule, the full amount of student financial assistance paid directly to the student or to the educational institution was excluded.

25.ELIMINATION OF THE EARNED INCOME DISREGARD: The Earned Income Disregard (EID) will not apply to any family who is not eligible for and already participating in the disallowance as of December 31, 2023

26. Civil Rights Settlements or Judgements

INTERIM REEXAMINATION A family may request an interim determination of family income or composition because of any changes since the last determination. The GHA must conduct any interim reexamination within a reasonable period of time after the family request or when the GHA becomes aware of a change in the family's adjusted income that must be processed in accordance with the final rule. What qualifies as a "reasonable time" may vary based on the amount of time it takes to verify information, but the GHA generally should conduct the interim

reexamination not longer than 30 days after the GHA becomes aware of changes in income. If the family is reporting a decrease in annual adjusted income that is more than 10 percent, but the family also had a change in assets that would result in a change in income, the change in assets must also be reviewed. HUD recommends as a best practice that GHA maintain documentation of all reported decreases in annual adjusted income in the family's file, including those that did not result in an interim reexamination.

DECREASE IN INCOME A family may request an interim determination of family income for any change since the last determination. However, the GHA may decline to conduct an interim reexamination of family income if the GHA estimates that the family's adjusted income will decrease by an amount that is less than 10 percent of the family's annual adjusted income.

Increases in Adjusted Income Regulations: The GHA must conduct an interim reexamination of family income when GHA becomes aware that the family's adjusted income has changed by an amount that the GHA estimates will result in an increase of 10 percent or more in annual adjusted income or another amount established through a HUD notice, with the following exceptions:

a. GHA may not consider any increases in earned income when estimating or calculating whether the family's adjusted income has increased, unless the family has previously received an interim reduction during the same reexamination cycle; and

b. GHA may choose not to conduct an interim reexamination during the last three months of a certification period if a family reports an increase in income within three months of the next annual reexamination effective date.

VERIFICATION:

Authorization for the Release of Information (Forms HUD–9886/HUD–9887) Regulations: In accordance with the final rule, all applicants must sign the consent form at admission, and participants must sign the consent form no later than their next interim or regularly scheduled income reexamination. After an applicant or participant has signed and submitted a consent form either on or after January 1, 2024 (regardless of the GHA compliance date), they do not need to sign and submit subsequent consent forms at the next interim or regularly scheduled income examination except under the following circumstances:

a.When any person 18 years or older becomes a member of the family; When a member of the family turns 18 years of age; and

b. As required by HUD or the PHA in administrative instructions. These consent forms contain provisions authorizing HUD and the GHA to obtain necessary information for verification of an application or to maintain a family's assistance, including income information and tax return information. The executed consent forms will remain effective until the family is denied assistance, the assistance is terminated, or if the family provides written notification to the GHA to revoke consent. If a family voluntarily leaves a HUD program, the family's assistance is considered to be terminated and the signed consent forms will no longer be in effect.

Revocation of Consent Regulations: The executed consent forms will remain effective until the family is denied assistance, the assistance is terminated, or if the family provides written notification to the PHA/MFH Owner to revoke consent. Revocation of consent or refusal to sign the consent forms prohibits the PHA/MFH Owner from requesting and accessing income information and financial records, including pulling EIV reports and using the EIV data to verify income (although the data matches between HUD and other agencies will continue to occur automatically if the family is not terminated from the program). PHAs/MFH Owners will not be able to process interim or annual reexaminations of income, including when a family's income decreases and the family requests an interim reexamination to decrease tenant rent, without the family's executed consent form(s).

HOTMA Sections 102 and 104: Income and Assets Fact Sheet

This sheet provides an overview of the changes related to income reviews and asset limitations from the implementation of HOTMA Sections 102 and 104.

Income Definitions—24 CFR 5.609 (a): Income is now defined broadly with an expanded and clarified list of income exclusions. Annual income includes all amounts received from all sources by each adult family member 18 years or older or the head of household or their spouse, plus unearned income by or on behalf of each dependent under 18 years, plus income from assets.

- **Income Exclusions—24 CFR 5.609(b):** See the Income and Exclusions Resource Sheet for the list of all excluded amounts.
- **Student Financial Assistance—24 CFR 5.609(b)(9):** See the Student Financial Assistance Resource Sheet for information on deductions, exclusions, and calculating exclusions.

Income from Assets—24 CFR 5.609(a): In general, income from assets is considered income. If it is possible to calculate actual returns from an asset, the PHA should use that amount. If it is not possible to calculate an actual return on an asset, the PHA must impute income from assets based on the current passbook savings rate as determined by HUD when the family has net assets over $50,000 (adjusted annually by CPI-W). See the Asset Resource Sheet for the list of all excluded amounts.

Calculation of Income—24 CFR 5.609(c): For initial occupancy/assistance and interim reexaminations, the PHA must estimate the family income for the upcoming 12-month period using current income. For all annual reexaminations, the PHA must determine the family income for the previous 12-months **unless** using a streamlined income determination, taking into account any redetermination from an interim reexamination and any unaccounted for income changes.

Interim Income Reexaminations—24 CFR 960.257(b), 982.516(c), and 882.515(b): A family may request an interim reexamination because of family income or composition changes since the last examination. An interim reexamination should be conducted when a family's adjusted income decreases by 10% or more (or lower threshold per HUD or PHA policy). An interim reexamination should also be conducted when a family's adjusted income increases by 10% or more; however, the PHA may not consider any increase in the *earned* income of the family when estimating or calculating whether the family's adjusted income has increased, unless the family has previously received an interim reduction during the certification period. See the Interim Reexaminations Fact Sheet.

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HOTMA Sections 102 and 104: Income and Assets Fact Sheet

Safe Harbor: Income Determinations from Other Programs — 24 CFR 5.609(c)(3): The PHA may determine a family's pre-deduction income based on income determinations made by other means-tested federal public assistance programs within the previous 12-months. PHAs are not required to use this method.

Eliminates the Earned Income Disregard: Only families already participating in EID on the effective date of the final rule may continue receiving the benefits up to 2 years from that date. Families receiving the Jobs Plus Earned Income Disregard pursuant to the FY2022 NOFO or earlier may continue to receive the EID under the terms of the NOFO.

Mandatory Deductions — 24 CFR 5.611 (a)(1)-(a)(2): Changes the mandatory deduction amounts to $480 per dependent and $525 per elderly and disabled family. These amounts are 2024 figures, adjusted annually for inflation and rounded to the next lowest multiple of $25.

Health and Medical Expense Deduction — 24 CFR 5.611(a)(3): Increases the threshold for the deduction of unreimbursed health and medical care expenses plus unreimbursed reasonable attendant care and auxiliary apparatus expenses that enable employment to 10% of annual income.

Permissive Deductions — 24 CFR 5.611(b): A PHA may adopt, through written policies, additional deductions from annual income. PHAs will not be eligible for additional HUD funding based on application of these deductions.

Hardship Exemptions to the Health and Medical Expenses Deduction — 24 CFR 5.611(c)(1)-(c)(2): There are two categories of hardship exemptions to the new 10% threshold for unreimbursed health and medical expenses: a phase-in for families already receiving a deduction for expenses over 3% of their income and a general hardship exemption.

Exemption to Continue the Child Care Expense Deduction — 24 CFR 5.611(d): A family whose eligibility for the child care expense deduction is ending may request a financial hardship exemption to continue the deduction.

Limitation on Assets — 25 CFR 5.618(a): The new rule restricts families from receiving public housing or Section 8 benefits if their net family assets exceed $100,000 (as adjusted annually) or if the family owns real property deemed suitable for the family to live in.

Exclusion from Assets — 24 CFR 5.603(b)(3): There are new exclusions from assets, including related to necessary items of personal property, non-necessary items of personal property when the total value does not exceed $50,000 (as adjusted), and real property that the family does not have the legal authority to sell.

See the Assets, Asset Exclusions, and Limitation on Assets Resource Sheet for a complete list and more information on exclusions and real property.

Additional Resources on HOTMA Sections 102/ 104

- HUD Exchange: HOTMA Income and Assets Training Series

Groveland Housing Authority
10 River Pines Road
Groveland, Massachusetts 01834
978-374-0370 Phone 978-374-7621 Fax

GROVELAND HOUSING AUTHORITY
2023-2027 CAPITAL FUNDING PLAN

2023-Remove all pull cords/Closet door replacement	
Remove and cover all non-function older pull cord.	$25,500.00
Closet Door Replacement	$75,000.00
Operation	$11,143.00
2024- Repoint chimney/Bathroom Renovation	
Caulk repair/replace cracked bricks, patch hairline crack with sealant, cap repairment	$50,000.00
Bathroom Renovation	$85,1143.00
Operation	$11,143.00
2025- Site lighting and Security Camera	
Install site lighting and security cameras at buildings and ground	$15,000.00
Water Filtration Project	$20,787.00
Kitchen Renovation	$109,643.00
2026-Paving	
Paving and repair of roadway, stripping and numbering parking spaces sitework	$100,000.00
Operation	$11,430.00
2027-Flooring Replacement (unit)	
Replacement of unit flooring	$40,000.00
Additional Funding for Bathroom Renovation	$94,125.00
2028-Flooring Replacement 2nd phase	$134,125.00