

ROCKVILLE HOUSING ENTERPRISES

1300 Piccard Dr. Suite 203
(301) 424-6265

Fax (301) 217-5857

Rockville, Maryland 20850
TDD (301) 424-1078

ROCKVILLE HOUSING ENTERPRISES MOVE TO WORK PROGRAM IMPLEMENTATION

RHE is excited to announce the HUD approval of the MTW Waivers. HUD approved the RHE MTW Plan on February 8, 2022. The following is an implementation schedule of the policy waivers that directly affect RHE Public Housing and Voucher client tenant rent calculations. Also included is a copy of the RHE MTW hardship policy. A full copy of the MTW Plan can be found on the RHE Website and a hard copy is available for review in the RHE Administrative Office.

RHE MTW WAIVER IMPLEMENTATION SCHEDULE

| MTW Waiver | Implementation Effective Date | Families Affected | Families Excluded | Hardship Exemption Available |
|---|---|-----------------------|--|------------------------------|
| Increase in Minimum Rent from \$50 to \$130 (Voucher and PH) | Annual and Interim Re-examination with an 8-1-2022 Effective Date | All Workable Families | Elderly and or Disabled Head Of Household families | Yes |
| Alternative Recertification Schedule <i>Triennial Recertifications</i> – for wage earners, elderly and disabled household <i>Annual Recertifications</i> – for welfare and zero income wage earners | To be implemented with Annual Re-examinations with 2-1-2023 effective dates. | ALL | None | Yes |
| Graduated TTP – (voucher and PH) <ul style="list-style-type: none"> • Families with Annual Recerts auto increase by higher of income based TTP increase or 5% of previous year’s TTP • Families with Triennial Recerts auto increase by higher of income based TTP or 10% of previous Reexam (from the last 3rd yr) TPP | To be implemented with Annual Re-examinations with 2-1-2023 effective dates. | All Workable Families | Elderly and or Disabled HOH | Yes |
| One Interim Reexamination in a 12-month period. Excludes annual rent increases and household composition changes. | Effective with actions processed on or after 05-01-2022 | ALL | None | Yes |
| Initial Rent Burden increase from 40% to 50% (Voucher Program) | New move ins and program moves after 2-8-2022. | ALL | None | Yes |
| Eliminate Earned Income Disregard (PH and Voucher) | Re-examinations processed after 2-8-2022. Participants who currently have | ALL | None | Yes |

| | | | | |
|--|--|------------------|------|-----|
| | EID status will be able to continue the EID until it expires | | | |
| Self-Certification of Assets increase from \$5,000 to \$50,000. <ul style="list-style-type: none"> Families will be able to self-certify assets under \$50,000 | Effective 2-8-2022 | ALL | None | Yes |
| Modified Income Exclusion for Full Time Students <ul style="list-style-type: none"> All full-time student household member will be able to exclude from the income of the full-time student the direct expenses paid for educational purposes. Receipts of payment will be required. Documentation of full-time student status will be required. Expenses cannot be otherwise paid for by scholarships, grants or loans. | Effective with actions processed on or after 05-01-2022 | ALL | None | N/A |
| FSS Escrow Earnings – Alternative Schedule Escrow will no longer be based on increase in Total Tenant Payment (TTP) Phased in process – <ul style="list-style-type: none"> FSS Participants that graduate in 2022 will keep current earnings schedule Current Participants with graduation dates in 2023 and beyond will keep current amount accrued and will start new accrual method with actions effective 8-1-2022. New FSS Participants as of 2-8-2022 will start with new escrow model. | Effective 5-1-2022. | ALL FSS Families | None | Yes |
| Limited Tenant Based Voucher Conversion Opportunities for Project Based Voucher Tenants <ul style="list-style-type: none"> Project Based voucher tenants will have to remain in their PBV units for at least 24 months before becoming eligible for a tenant-based voucher | Effective 5-1-2022. | ALL Families | None | Yes |

ROCKVILLE HOUSING ENTERPRISES HARDSHIP POLICY

RHE has established a hardship policy to evaluate individual circumstances to address hardship exemption requests.

Applicable Family Situations

Qualifying hardships include the following:

1. The family has experienced a decrease in income because of changed circumstances including,
 - a. Involuntary loss or reduction of employment
 - b. Death in the family
 - c. Involuntary reduction in or loss of earnings or other assistance
2. The family has experienced an increase in expenses because of changed circumstances, for
 - a. Medical costs that exceed 25% or more of the family's current expense
 - b. Childcare costs that exceed 25% or more of the family's current expense
 - c. Involuntary loss of transportation, such as a serious car accident
 - d. Education
 - e. Similar items
 - f. Such other situations and factors determined by RHE to be appropriate.

Process for Agency Review and Determination

When a client requests a hardship exemption from an MTW activity RHE will take the following actions:

1. Suspend the MTW activity beginning the next month after the request until the agency has determined if the request is warranted.
2. Determine whether a hardship exists within a reasonable time after the family request and whether it is temporary or long term.
3. RHE will not evict the family during the 90-day period beginning the month following the family's request for a hardship exemption.
4. If it is determined that a financial or other hardship exists and is **TEMPORARY**, RHE will continue providing an exemption from the MTW activity at a reasonable level for up to 90 days. After that time, RHE will reinstate the MTW activity from the beginning of the suspension. RHE will offer the family a reasonable repayment agreement, on terms and conditions established by RHE for the amount of back rent owed by the family.
5. If it is determined that a financial or other hardship exists and is **LONG-TERM**, RHE will continue providing an exemption from the MTW activity at a reasonable level for a specified duration determined by RHE. After that time, RHE will reinstate the MTW activity from the beginning of the suspension. RHE will offer the family a reasonable repayment agreement on terms and conditions established by RHE for the amount of back rent owed by the family.
6. If it is determined that a financial or other hardship request did not meet hardship standards, the client must resume the MTW activity and collect any retroactive rent, if applicable, through a reasonable repayment agreement.

Resident Notification

RHE will notify families of its Hardship Policy through its Administrative Plan, Admissions and Continued Occupancy Policy (ACOP), at intake, at recertification, and when a family is to be terminated due to an MTW activity.

Grievance Procedure

If a family's hardship request is denied, the family is permitted to go before the Hearing Officer for a second review.

Reasonable Accommodations

RHE will address persons with handicaps requesting a reasonable accommodation under 24 CFR part 8 through RHE' Reasonable Accommodations Policy and procedures.

Record Keeping

RHE will keep clear records for hardship requests and determinations for three (3) years. These records are available for public review and inspection at RHE's principal office during normal business hours and supplied to HUD if requested.