



John A. Kitzhaber, MD, Governor

HUD Contract Administration Section

www.ohcs.oregon.gov

November 4, 2014

SECTION 8 PROGRAM UPDATES

TEMPORARY STAFF CHANGE

Angela Yardley has taken a job rotation to assist with other areas of the OHCS Multifamily portfolio. Consequently, Matthew Perry, with assistance from Melinda Alfaro (nee Phillips) and Laura Schmidt, has responsibility for all contract renewals and rent adjustments. We appreciate your patience as OHCS staff work together to fulfill the needs of our partners and programs.

OMB APPROVED HUD-FORM CHANGES

Early in October, HUD posted OMB approved HUD-Form changes to HUDClips. The list of updated forms is located at <http://portal.hud.gov/hudportal/documents/huddoc?id=TRACS-Industry-HUD-Forms.pdf>.

Many of the updates were due to the TRACS 202D requirements. If you are still using the 202C version, you will continue to use the "old" forms until you switch to 202D. The deadline to transmit in version 202D is February 1, 2015. The forms that work with version 202C are no longer available on HUDClips.

Four of the posted forms are HUD Model Leases with new expiration dates. This is the only change to the form, so your tenants are not required to sign new leases.

The VAWA forms had no changes. They reached the expiration date, so owners/agents are to keep using the existing form until HUD releases further instructions.

If you print any of the above forms using TRACS or site software, the expiration date is not required.

The EIV forms have new expiration dates. Use these forms for new users and coordinators.

The sample forms have new OMB expiration dates. If they are printed using TRACES or site software, the expiration date is not required. If you have your own version of these forms, you are prohibited from including any of the OMB information, including the OMB expiration date, approval number, form number, and approval date.

SOCIAL SECURITY 2015 COLA ANNOUNCED

Last week the Social Security Administration announced a 1.7 percent cost of living adjustment in 2015. The announcement and a Fact Sheet showing the effect of the various automatic adjustments can be accessed at <http://www.ssa.gov/news/#!/post/10-2014-2>.

Refer to HUD Handbook 4350.3 REV-1 Change 4, 9-6 B for information on processing re-certifications with an effective date of January 1, February 1, March 1, and April 1.

SMOKE FREE ACTION GUIDE FOR MULTIFAMILY HOUSING HUD's Office of Multifamily Housing Programs recently issued a guide entitled *"Change is in the Air – An Action Guide for Establishing Smoke-Free Public Housing and Multifamily Properties"*. This guide points out the benefits of having a smoke-free policy and provides guidance for implementing those policies. For your convenience, the memo is attached to this update.

AFFIRMATIVE FAIR HOUSING MARKETING PLAN REVIEW AND APPROVAL GUIDANCE HUD's Office of Multifamily Housing Programs released a memo that provides clarification on the review and approval process for the Affirmative Fair Housing Marketing Plan. See the memo attached to this update.

SPECIAL CLAIMS TIP #5 – SPECIAL CLAIMS CHECKLISTS

To guide owners/agents through the special claim submission process, HUD provided sample checklists of the documents to include. These documents contain pertinent information that is necessary for the OHCS Voucher Specialist to review and make a determination on a special claim. The checklists are in the appendices to the Special Claim Processing Guide. Appendix 3B is for Regular Vacancies and Appendix 5B is for Unpaid Rent/Damages special claims. Appendix 4B is for Debt Service special claims, which are seldom submitted. The Special Claim Processing Guide is located at <http://www.hud.gov/offices/adm/hudclips/guidebooks/HSG-06-01/HSG-06-01gHBGUID.pdf>.

FAIR HOUSING CHOICE IN OREGON

Please see the informational website at
<http://www.oregon.gov/ohcs/pages/equal-access-to-housing-in-oregon.aspx>

HUD REGION X WEBSITES

The HUD Region X website has lots of good information that pertains to Oregon affordable housing owners. There have been many updates since the last OHCS memo was sent. To keep up on the latest information, click the links below:

<http://portal.hud.gov/hudportal/HUD?src=/states/shared/working/r10/mf/whatsnew>

<http://portal.hud.gov/hudportal/HUD?src=/states/shared/working/r10/mf/xmfhsgmanageinfo>

INDUSTRY TRAINING OPPORTUNITIES

- Many training opportunities can be found online by using one of the search engines. Examples include, but are not limited to, Oregon AHMA Boot Camps and Conference, Quadel Consulting, and NCHM.
- The following link will take you to a Calendar of Events on the HUD RHIIP website (go to RHIIP Support and Training at the bottom of the page):
http://portal.hud.gov/hudportal/HUD?src=/program_offices/housing/mfh/rhiip/mfhrhiip

If you have problems with any of the links in this memo, try the following:

- 1. First, hold down the Ctrl key and click on the link, or***
- 2. If #1 did not work, highlight the link and copy/paste it into the browser address bar.***
- 3. OHCS Section 8 memos are posted to the OHCS website at:
<http://www.oregon.gov/ohcs/Pages/hca-communication-memos.aspx>
(There is a delay in posting the new memos.)***