

SECTION 8 ADMINISTRATIVE PLAN – SUMMARY OF CHANGES

1. Change mission statement to be consistent with revised one in 5-Year Plan (1.1 Albany Housing Authority Mission Statement)
“It is the mission of the Albany Housing Authority to consistently provide quality affordable housing opportunities while promoting self-sufficiency to its residents.”
2. Tighten up the time that new apartments can be in the process of obtaining Housing Quality Standards approval to 3 months. (13.2 Owner and Family Responsibilities #5)
“...the initial term (of the voucher for submitting a completed request for approval of tenancy) plus any extensions will not exceed 120 calendar days...” “...120 days, whichever is less, if and only if there is funding available for an additional 60 days.”
3. Update the project based voucher information using AHA’s NYS housing developments. (28 A. Project Based Vouchers in State Developments)
“ The Albany Housing Authority obtained HUD approval in 2004 to project-base 64 units in the 128 unit NY State funded public housing development – Creighton Storey Homes...148 units in the 158 unit Townsend Park Homes...”
4. Tighten up the porting out of jurisdiction process to preserve HAP monies for residents of Albany - (9.3 Portability: Administration by Receiving Housing Authority)“ ...The Albany Housing Authority will not permit a port to another jurisdiction if the HAP amount determined by the receiving PHA is higher than the average HAP payment amount in Albany unless the receiving PHA absorbs the client. See HUD PIH 2005-1 3(B) and (9.4 Portability Procedures) “#2 The Albany Housing Authority will ask the Receiving Housing Authority to report what the actual HAP payment will be in the Receiving Housing Authority’s jurisdiction and if the Receiving Housing Authority is willing to absorb the client. If the proposed HAP payment in the Receiving Housing Authority is higher than the average monthly HAP payment in the city of Albany and if the Receiving Housing Authority is unable to absorb the account, the Albany Housing Authority will notify the client then the family cannot move with Section 8 assistance to the Receiving Housing Authority’s jurisdiction.”
5. Correct the Administrative Plan to reflect the AHA Board’s voucher maximum time from 180 to 120 days.
6. Clarified Initial and Annual Inspection fee if the apartment fails a 2nd inspection and the landlord needs a 3rd inspection. (13.1 Types of Inspections)

7. Clarifies: “Lease up of any specific apartment cannot be delayed for longer than 3 months due to unresolved HQS issues. If a new move-in (initial inspection) apartment fails HQS twice, and the landlord makes no attempt to perform the needed repairs and/or request a 3rd inspection and/or pay the fee of \$75, the Housing Eligibility should issue a new (RFTA) request for tenancy approval to the client. The client needs to submit this form to Section 8 before the expiration of the original voucher.” (13.2 Owner and Family Responsibilities #5)
8. 27.71 Early Disbursement – Adds: “The Disbursement Review Board meets once each quarter to make determinations for all request that were submitted through the end of the previous quarter.”