



COVID-19 PRECAUTIONARY DEPARTMENT MODIFICATIONS UPDATE

HOUSING DEPARTMENT

[February 12, 2021] Under orders by the State of Texas and Harris County. The Housing Department will be modifying hours, staff and certain services to the following:

- Housing Department Main Office Lobby Facility will be closed to the public until further notice.
- Housing Department Hours are Monday to Thursday, 9:00 a.m. to 4:00 p.m., and Friday 8:00 a.m. to 12:00 p.m.
- Housing Department will be available via phone, phone message, email and by fax.
- Housing Department rental payments for all current program participants will be made to landlords as scheduled monthly.
- Current Housing Choice Voucher Program participants receiving assistance may contact our office to reach their assigned Housing Coordinator for questions and/or changes in income and concerns regarding their household.
- All Housing HQS Inspections are currently being performed virtually for all assisted participants.
- The Housing Department's Housing Choice Voucher Program waiting list for new assistance is closed at the time.
- The Housing Department does not administer emergency rental assistance programs.
- For HUD adopted waivers, see attached.

These temporary changes are in effect until further notice.

Thank you for your cooperation and understanding during this time.

HOUSING DEPARTMENT MAIN NUMBER 713-475-5544

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NOTICE

COVID-19 Housing Choice Voucher Program (HCV) Policy Updates

To: Current Participants & Landlords of the City of Pasadena Housing Choice Voucher Program

Subject: Pasadena Housing Choice Voucher Program HUD Allowed Program Waiver- Effective April 10, 2020

In accordance with the U.S. Department of Housing and Urban Development-COVID-19 Temporary Waivers (Notice PIH 2020-05, PIH 2020-13 & PIH 2020-33), the City of Pasadena Housing Assistance Program has implemented certain HCV Program waivers to aid our participants in seeking, obtaining and maintaining housing during the operational challenges we all face due to the COVID-19 Pandemic. Therefore, the City of Pasadena Housing Assistance Program Housing Dept. is exercising the flexibility afforded under the HUD Temporary Waivers to modify HCV Program policy in practices and operations to prioritize mission critical functions to provide rental assistance, as we continue to assist our participants in addressing their housing needs all while helping to minimize and mitigate the health risks posed by COVID-19 to our staff, families and landlords, and the community at large.

Attached are the waivers adopted by the City of Pasadena Housing Assistance Program and approved in City Ordinance #2020-080 on July 21, 2020.

Thank you for your cooperation during this time.

City of Pasadena Housing Department.

713-475-5544

As approved in the City of Pasadena Housing Choice Voucher Program Administrative Plan on July 21, 2020 in City Ordinance #2020-080:

F. COVID-19 STATUTORY AND REGULATORY WAIVERS FOR THE HOUSING CHOICE VOUCHER PROGRAM

In accordance with HUD PIH Notice 2020-05 issued on April 10, 2020, and pursuant to the authority provided under the Coronavirus Aid, Relief and Economic Security (CARES) Act (Public Law 116-136), HUD is waiving and establishing alternative requirements for numerous statutory and regulatory requirements for the Housing Choice Voucher (HCV) Program and temporary suspending the Section Eight Management Assessment Program (SEMAP). These waivers provide administrative flexibilities and relief to public housing agencies (PHAs) in response to the COVID-19 national emergency. With respect to the HCV programs, use of these waivers is at the discretion of the PHA and HUD strongly encourages PHAs to utilize any and all waivers and alternative requirements to keep HCV programs operational. **The City of Pasadena's Housing Choice Voucher Program will utilize the statutory and regulatory waivers listed below effective April 10, 2020 until HUD's period of availability end and/or any HUD authorized extensions thereafter;**

- 1) HCV-1 PHA 5-Year and Annual Plan Waiver-
Allows Alternative dates of submission
Changes to significant amendment process
- 2) HCV-3 Annual Reexamination Income Verification Waiver-
Waives the requirements to use income hierarchy, including the use of EIV, and will allow PHAs to consider self-certification as the highest form of income verification and will be responsible for addressing any material income discrepancies that may arise later
- 3) HCV-4 Interim Reexaminations Waiver-
Waives the requirement to use the income verification requirements, including the use of EIV, for interim reexaminations
- 4) HCV-5 EIV System Monitoring Waiver-
Waives the mandatory EIV monitoring requirements
- 5) HQS-1 Initial Inspection Waiver-
Changes initial inspection requirements, allowing for owner certification that there are no life-threatening deficiencies and
Where self-certification was used, PHA must inspect no later than October 31, 2020
- 6) HQS-3 Non-Life Threatening HQS-Initial Unit Approval Waiver-
Allows for extension of up to 30 days for owner repairs of non-life threatening conditions
- 7) HQS-4 Initial HQS Alternative Inspections Waiver-
Allows for commencement of assistance payments based on owner certification with there are no life-threatening deficiencies
Where self-certification was used, PHA must inspect the unit no later than October 31, 2020

- 8) **HQS-6 Interim Inspections Waiver-**
Waives the requirement for the PHA to conduct interim inspection and requires alternative method
Allows for repairs to be verified by alternative methods
- 9) **HQS-9 HQS QC Inspections Waiver-**
Provides for suspension of the requirement for QC sampling inspections
- 10) **HCV-2 PHA Oral Briefing Waiver-**
Waives the requirement for an oral briefing
Provides for alternative methods to conduct required voucher briefing
- 11) **HCV-3 Term of Voucher-Extensions of Term Waiver-**
Allows PHAs to provide voucher extensions regardless of current PHA Policy
- 12) **HCV-4 PHA Approval of Assisted Tenancy Waiver-**
Provides for HAP payments for contracts not executed within 60 days
PHA must not pay HAP to owner until HAP contract is executed
- 13) **HCV-5 Absence from unit Waiver-**
Allows for PHA discretion on absences from units longer than 180 days
PHA must not make HAP payments beyond 12/31/2020 for units vacant more than 180 consecutive days
- 14) **HCV-6 Automatic Termination of HAP Contract Waiver**
Allows PHA to extend the period of time after the last HAP payment is made before the HAP contract terminates automatically
- 15) **HCV-8 Utility Allowance Schedule Waiver-**
Provides for delay in updating utility allowance schedule