



# Key Changes in DCHA's Proposed Admissions and Continued Occupancy Plan (ACOP)

DCHA gathered suggestions from public housing residents, waiting list applicants and advocates. DCHA drafted proposed ACOP based on:

- Resident, applicant and advocate suggestions
- Best practices in property management
- HUD requirements

The proposed ACOP prioritizes safety and security, and will benefit public housing residents and applicants. ACOP will be revised annually. DCHA will continue to listen to and consider your feedback.

	Current ACOP	Proposed ACOP
<b>Calculating public housing residents' rent</b>		<b>CHANGE REQUIRED BY HUD</b>  <b>Must be included in income when calculating rent:</b> <ul style="list-style-type: none"> <li>• Income received as independent contractor, day laborer or seasonal worker.</li> </ul> <b>Exclude from income when calculating rent:</b> <ul style="list-style-type: none"> <li>• Payments from temporary (less than 180 days) employment with the Census Bureau.</li> <li>• Economic stimulus payments.</li> <li>• State and federal tax refunds.</li> <li>• Gifts, in-kind donations, and lump-sum payments such as lottery or contest winnings.</li> <li>• All worker's compensation, regardless of frequency or length, or amount.</li> </ul>
<b>Household Member Absences</b>	<b>Temporary absence</b> – family member away from unit for 60 consecutive days or less.  <b>Permanent absence</b> – family member away from unit for 61 consecutive days or more	<b>Temporary absence</b> – family member away for 180 consecutive days or less.  <b>Permanent absence</b> – family member away 181 consecutive days or more.
<b>Assets</b>	Required to submit supporting documents to verify assets (like savings) of \$15,000 or more.	Required to submit supporting documents for assets (like savings) of \$50,000 or more.  Assets of \$49,999 or less will be excluded from tenant rent calculation.

	Current ACOP	Proposed ACOP
<b>Verifying info with DCHA</b>	Supporting documents to verify recertification information must be dated within 60 days of the recertification.	To verify <b>fixed income</b> , supporting documents must be dated within one-year of recertification.  All other supporting documents must be dated within 120 days of recertification.
<b>Pet policy</b>	<b>Pets ONLY allowed:</b> <ul style="list-style-type: none"> <li>At elderly/disabled sites.</li> <li>If grandfathered in.</li> </ul> <b>Pet-owners required to:</b> <ul style="list-style-type: none"> <li>Pay pet deposit every year.</li> <li>Renew pet registration every year.</li> </ul>	<b>Allow up to 2 pets at ALL housing sites when:</b> <ul style="list-style-type: none"> <li>Request approved by DCHA.</li> <li>Payment of <b>one-time</b> pet deposit.</li> <li>Renew pet registration every year.</li> </ul> <b>IMPORTANT NOTE:</b> Assistance animals used to help persons with disabilities are NOT pets and may be subject to different requirements.
<b>Grievances</b> An opportunity to dispute certain adverse DCHA actions or inactions involving a lease or DCHA policy. For example, disputing a rent change.	Must request grievance within 30 days of the event.	Must request grievance within 6 months of the event.
<b>Definition of elderly</b>	When a family has a head, co-head or spouse who is 62 years or older.	When a family has a head, co-head or spouse who is 55 or older.  <b>Note:</b> This may lower tenant rent payments for elderly-families and allow more families to obtain an elderly preference at certain sites.
<b>Waiting List</b>	One Public Housing Waiting List for all properties.  Applicants ordered by date and time of application.  As applicants pulled from waiting list, they are offered available unit at ANY property.	Site-based Public Housing Waiting List. When the waiting list reopens, applicants must select up to 5 properties where they would like to live.  When site-based Waiting List for high-demand properties reopen, they may close after a limited time (two weeks). This is called a "finite period." <ul style="list-style-type: none"> <li>Applicants on finite period site-based waiting lists will be pulled by random choice technique.</li> </ul> When site-based waiting list for lower-demand properties reopen, they may remain open and have no end date. This is called "continuously open." <ul style="list-style-type: none"> <li>Applicants on continuously open site-based waiting lists will be pulled by date and time of application.</li> </ul>