FY'19 NEW GRANTEE ORIENTATION

UNIT ELIGIBILITY
Eileen Carroll and Yolanda Domneys
Unit Eligibility

First things to look for

- Construction Year
- Unit Type
- Occupancy: child under 6 residing or spending significant time; pregnant woman.
- Resident Income Eligibility: At or below 80% median income
- Lead-Paint Hazards
Determining Unit Eligibility

- Construction: Must be Pre-1978
  - check local Assessor or tax website
- Unit Type:
  - Single family (owner-Occupied or rental)
  - Multi-family
- Privately Owned Units Only- NO project based or public assisted units!
- Residents of owner-occupied and rental must meet income eligibility and you must have income verification to document
-Rentals made available to low income families with children under 6
- Vacant units must be marketed as lead safe, ideal for families with children under age 6.
Owner-Occupied:

- Must be primary residence of families with income at or below 80% area medium income.

- Not less than 90% of owner-occupied units assisted must be occupied by a child under age 6 – includes visiting child “who spends significant amount of time” which is defined as at least three hours per day on two separate days in a week (six hours per week total), and at least 60 hours total per calendar year.
Determining Unit Eligibility

Rental:
✓ Tenants must meet income requirements
✓ Must remain affordable for minimum 3 years following the completion of lead abatement activities
✓ Marketed to families with a child under the age of six years, with preference given to these families- Program Responsibility to show this in contract and monitoring documents

Vacant:
✓ Must be marketed to low-income families with children under age 6 and remain affordable for 3 years
✓ Do not overload your unit production with vacant units
Determining Unit Eligibility

Occupancy:

✓ Occupied by a child under age 6
✓ Frequently visited by a child under age 6
✓ Pregnant woman

Note: Zero Bedrooms are different they have their own policy!!
## Eligibility of Units for Assistance

<table>
<thead>
<tr>
<th>Occupant Type</th>
<th>Income Level</th>
<th>Child Occupant &lt;6 years old</th>
</tr>
</thead>
<tbody>
<tr>
<td>Renter</td>
<td>1. At least 50% units must be less than 50% AMI, and 2. Remaining units (&lt;50%) must be less than 80% AMI</td>
<td>1. Not required at time of assistance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Property owner must give priority to families with child under 6 years old for at least 3 years.</td>
</tr>
<tr>
<td>Multifamily Renter (≥ 5 units in same property)</td>
<td>1. 20% of total number of units in same building may exceed 80% AMI 2. Remaining units must meet renter income requirements above</td>
<td>1. Not required at time of assistance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Property owner must give priority to families with child under 6 years old for at least 3 years.</td>
</tr>
</tbody>
</table>
| Owner (primary residence)              | 100% of owner-occupied units must be occupied by families with less than 80% AMI | 1. At least 90% of total number of owner-occupied units assisted must have:  
|                                        |                                                  | · A child under 6 years old in residence, or  
|                                        |                                                  | · A child under 6 years old spends a “significant amount of time”  
|                                        |                                                  | · A pregnant woman  
|                                        |                                                  | 2. Less than 10% of total number of units assisted may be occupied by families without a child |
Zero Bedroom

- PGI 2017-03 0-Bedroom Pre 1978 Units with a child under 6
- Child under six must reside or expected to reside in the unit
- “Expected to reside” means actual knowledge of residency or expected residency.
- (includes woman known to be pregnant. In cases of future move-in, a signed lease is required and must be part of the case file documents.)
Income Eligibility

- Resident’s must meet the guidelines of at or below 80% median income
- Income of all 18 years and older must be included.
- Use documentation required by the income eligibility method chosen by your program
- Income must be reverified if unit is not completed within 6 months initial application
Lead Paint Hazards

If unit meets construction, occupancy and income eligibility requirements, it must also have lead-based paint hazards identified:

✓ Complete a Tier II Environmental Review (Appendix A)

✓ Conduct a full Lead Inspection/Risk Assessment (LIRA) which includes a lead paint inspection with XRF and a Risk Assessment identifying the lead paint hazards and providing suggested methods to eliminate the hazard either through abatement or interim controls. NOTE: LIRA expires after 1 year and must be updated with new dust sampling.
CASE EXAMPLE 1

Case:

Unit: Pre-1978, EBL, Household income over 80% : Can the unit receive grant funds for lead hazard control? No even with a lead poisoned child.

Possible Solution:

✓ Refer owner to HUD approved Housing Counselor to see if they qualify for a HUD 203K loan

✓ If in rural area, refer to local USDA Single Family Loan Program

✓ Suggest owner reapply if income changes
CASE EXAMPLE 2

Application approved 1/20/2017

Due to delay, hazard control work not scheduled to begin until 10/1/2017

Action Required: Income must be recertified. Recertification shows unit is now over income. Can work proceed?

No Owner must meet income guidelines at time of assistance.
RESOURCES

✓ NOFA
✓ PG 2017-03, Treatment of 0-Bedroom Pre-1978 Units
✓ PG 2014-01, Eligibility of Units for Assistance
✓ PG 2013-07, Income Verification Guidance
✓ PG 2013-05 Use of LHC funds in non-target housing and other prohibited activities
✓ PG 2012-02 Enrolling Previously Assisted Units