



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

Special Attention of:

Directors of HUD Regional and
Field Offices of Public Housing;
Agencies that Administer the
Emergency Housing Voucher Program

Notice PIH 2021-20 (HA)

Issued: June 30, 2021

Expires: This notice remains in effect until
amended, superseded, or rescinded.

Cross-reference: Notice PIH- 2021-15

SUBJECT: Emergency Housing Vouchers – Household Reporting Requirements

1. Purpose

This notice revises the reporting guidance in Notice PIH 2021-15, the Emergency Housing Vouchers – Operating Requirements Notice, and sets forth new requirements for Public Housing Agencies (PHAs) to report Emergency Housing Voucher (EHV) household data into HUD’s existing Information Management System/Public Housing Information Center (IMS/PIC) system. This notice also updates the EHV administrative fee eligibility requirements with regard to reporting in IMS/PIC.

2. Background

On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (P.L. 117-2, hereafter referred to in this notice as “the ARP”) into law, which provides over \$1.9 trillion in relief to address the continued impact of the COVID-19 pandemic on the economy, public health, State and local governments, individuals, and businesses.

Section 3202 of the ARP appropriates \$5 billion for new incremental EHV, the renewal of those EHV, and fees for the cost of administering the EHV and other eligible expenses. Eligible expenses are defined by the prior notice to be those expenses that prevent, prepare, and respond to coronavirus by facilitating the leasing of the emergency vouchers, such as security deposit assistance and other costs related to retention and support of participating owners.

Eligibility for these EHV is limited to individuals and families who are (1) homeless; (2) at risk of homelessness; (3) fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking; or (4) recently homeless and for whom providing rental assistance will prevent the family’s future homelessness or having high risk of housing instability. After September 30, 2023, a PHA may not reissue the EHV when assistance for a participating family ends (i.e., the family leaves the program for any reason).

EHV are tenant-based rental assistance under section 8(o) of the United States Housing Act of 1937 (42 U.S.C. 1437f(o)). The ARP further provides that HUD may waive any provision of any statute or regulation used to administer the amounts made available under section 3202 of the ARP (except for requirements related to fair housing, nondiscrimination, labor standards and the environment), upon a finding that any such waivers or alternative

requirements are necessary to expedite or facilitate the use of amounts made available for the EHV's.

HUD issued Notice PIH 2021-15 on May 5, 2021 in order to provide operating requirements to PHAs administering the EHV program. On May 10, 2021, HUD notified PHAs of their EHV funding eligibility based on the allocation formula described in Notice PIH 2021-15. PHAs had until May 24, 2021, to accept or decline their EHV allocation and any remaining vouchers were reallocated by HUD per the process described in Notice PIH 2021-15. Section 15 of Notice PIH 2021-15 described HUD's initial plan to use the Public Housing Information Center - Next Generation (PIC-NG) system, the new information technology platform developed for the MTW Demonstration program's expansion, to collect EHV tenant information as opposed to using the existing IMS/PIC system.

3. EHV Household Data Reporting

The collection and reporting of EHV participant information is critical to the successful implementation of the program. Given delays in the implementation of the new PIC-NG platform, the Department will collect EHV tenant information using its existing IMS/PIC system in the same way it currently collects tenant information for the Housing Choice Voucher program.

- a. Reporting EHV tenant data using IMS/PIC.** PHAs are required to submit tenant-level EHV participant data into the legacy IMS/PIC system. PHAs must follow the standard reporting fields identified on the Form HUD-50058 or HUD-50058 MTW. **PHAs must enter "EHV" as the special program code in line 2n.** Once PIC-NG becomes available, HUD will notify PHAs participating in the EHV program of any special instructions for transitioning from IMS/PIC to PIC-NG.
- b. Issuance Fee Reporting.** PHAs will receive \$100 for each EHV that is initially leased if the PHA reported the voucher issuance in IMS/PIC (or PIC-NG when the system becomes available) within 14 days of the voucher issuance date or within 14 days of the issuance of this notice, whichever comes later.

As noted in Notice PIH 2021-15, HUD will only provide the issuance fee to new voucher issuances and not re-issued vouchers. For tracking purposes, HUD will consider every voucher issuance a new issuance until the PHA reaches its EHV program voucher allocation.

- c. Placement Fee Reporting.** HUD will allocate the \$500 or \$250 placement fee according to the PHAs EHV leasing reporting in IMS/PIC (or PIC-NG when the system becomes available). As described in Notice PIH 2021-15, PHAs will receive an additional placement fee of \$500 for each EHV family placed under a Housing Assistance Payment (HAP) contract that is effective no later than four months after the effective date of the ACC funding increment for that EHV, or \$250 for each EHV family placed under a HAP contract with an effective date that is after four months but no later than six months after the effective date of the ACC funding increment for that EHV. For instance, for an EHV with a HAP effective date of July 1, 2021, HUD will provide a \$500 placement fee if the voucher is reported as leased on or before November 1, 2021. HUD will provide a \$250 placement fee if the voucher is reported as leased on or before January 1, 2022.

As noted in Notice PIH 2021-15, HUD will only provide the placement fees to new voucher issuances and not re-issued vouchers. For tracking purposes, HUD will consider every voucher issuance a new issuance until the PHA reaches its EHV program voucher allocation.

- d. **On-Going Administrative Fees.** HUD will provide ongoing administrative fees based on a PHA's actual leasing reported by the PHA in IMS/PIC (or PIC-NG when the system becomes available). HUD will reconcile the PHA's EHV administrative fees on a periodic basis and at the end of each calendar year.

4. **Further Information.**

Questions concerning this notice should be submitted by email to the following HUD mailbox: ehv@hud.gov.

5. **Paperwork Reduction Act.**

The information collection requirements contained in this notice have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act (PRA) of 1995 (44 U.S.C 3520). In accordance with the PRA, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number. The active information collections contained in this notice have been approved under the PRA-OMB Control Numbers 2577-0169 and 2577-0083.

/s/

Dominique Blom
General Deputy Assistant Secretary
for Public and Indian Housing