



Brookline Housing Authority

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Section 8 Administrative Plan Changes

For Public Comment

The Brookline Housing Authority is intending to make the following changes to its Section 8 Administrative Plan effective January 1, 2027. For questions or feedback, please feel free to contact Director of Leased Housing & Admissions John Hillis at jhillis@brooklinehousing.org

CHANGE 1: Amend Chapter 11 Section II.C so that family income increases if there is new earned income in a household following a previous interim for a decrease in earned income.

Current Policy:

When a family reports an increase in their earned income between annual reexaminations, the PHA will not conduct an interim reexamination, regardless of the amount of the increase, and regardless of whether there was a previous decrease since the family's last annual reexamination.

The PHA will process an interim reexamination for any increases in unearned income of 10 percent or more in adjusted income.

The PHA will not perform an interim reexamination when a family reports an increase in income (whether earned or unearned income) within three months of their annual reexamination effective date. However, families who delay reporting income increases until the last three months of their certification period may be subject to retroactive rent increases in accordance with the PHA policies in Chapter 14.

Proposed Policy:

When a family reports an increase in their earned income between annual reexaminations, the BHA will conduct an interim reexamination only if there was a previous interim decrease in earned income since the family's last annual reexamination.

The BHA will process an interim reexamination for any increases in unearned income of 10 percent or more in adjusted income.

The BHA will not perform an interim reexamination when a family reports an increase in income (whether earned or unearned income) within three months of their annual reexamination effective date. However, families who delay reporting income increases until the last three months of their certification period may be subject to retroactive rent increases in accordance with the PHA policies in Chapter 14.

CHANGE 2: Chapter 17 Section VI.F will be updated to indicate that if an applicant on a PBV site-based waiting list fails to respond to an offer for a PBV unit and has open applications on other PBV waiting lists, they will be mailed a query requiring a response to remain active on the other PBV site-based waiting lists.

Current Policy:

17-VI.F OFFER OF PBV ASSISTANT OR OWNER'S REJECTION

Refusal of Offer [24 CFR 9823.251(e)]

If a family refuses the BHA's offer of PBV assistance or the owner rejects a family for admission, the family's position on the waiting list for tenant-based assistance and those for other project-specific PBVs are not affected. The impact (of a family's rejection of the offer or the owner's rejection of the family) on a family's position on the PBV waiting list will be determined as follows:

- If a project-specific PBV waiting list is used, the family's name is removed from the project's waiting list connected to the family's rejection of the offer without good cause or the owner's rejection of the family. The family's position on any other project-specific PBV waiting list is not affected.
 - The BHA defines good cause as any of the following:
 - The family determines the unit is not accessible to a household member with a disability or otherwise does not meet the member's disability-related needs;
 - The unit has housing quality standards deficiencies;
 - The family is unable to accept the offer due to circumstances

beyond the family's control (such as hospitalization, temporary economic hardship, or natural disaster); and

- The family determines the unit presents a health or safety risk to a household member who is or has been a victim of domestic violence, dating violence, sexual assault, or stalking.

The BHA must not take any of the following actions against a family who has applied for, received, or refused an offer of PBV assistance:

- Refuse to list the applicant on the waiting list for tenant-based voucher assistance;
 - The BHA (or owner in the case of owner-maintained waiting lists) is not required to open a closed waiting list to place the family on that waiting list.
- Deny any admission preference for which the applicant is currently qualified;
- Change the applicant's place on the waiting list based on preference, date, and time of application, or other factors affecting selection from the waiting list;
- Remove the applicant from the tenant-based voucher waiting list.

Proposed Policy:

Refusal of Offer [24 CFR 9823.251(e)]

If a family refuses the BHA's offer of PBV assistance, the family's position on the waiting list for tenant-based assistance is not affected. The impact of a family's refusal of an offer will be determined as follows:

- The family's name will be removed from the project waiting list from which the unit offer was made, unless the denial is made for good cause.
 - BHA defines good cause as any of the following:
 - The family determined the unit is inaccessible to a household member with a disability or otherwise does not meet the member's disability related needs;

- The unit has HQS deficiencies
- The family is unable to accept the offer due to circumstances beyond their control (such as hospitalization, temporary economic hardship, or natural disaster; or
- The family determines the unit presents a health or safety risk to a household member who is or has been a victim of domestic violence, dating violence, sexual assault, or stalking.

The BHA must not take any of the following actions against a family who has applied for, received, or refused an offer of PBV assistance:

- Refuse to list the applicant on the waiting list for tenant based voucher assistance;
 - THE BHA is not required to open a closed waiting list to place the family on the waiting list
- Deny any admission preference for which the applicant is currently qualified;
- Change the applicant's place on the waiting list based on preference, date and time of application, or other factors affecting selection from the waiting list
- Remove the applicant from the tenant-based voucher waiting list.