February 2015 General Management Review Discussion Points

• House Rules need to be in file with signature tenant received. Tenant certification of receipt of House Rules is no longer sufficient.

• Passbook interest rate changed from 2% to .06% starting with 2/1/15 certification(s) (50059’s).

• With the conversion to TRACS 202D – if a MI correction is required/processed and the amount of the security deposit changes, the owner must either collect more or refund the excess amount previously collected. The lease must be corrected to reflect the change. O/A and tenant must initial the change.

• O/A must have a written policy on how to handle a dependent(s) that turn 18. - e.g. signing forms 9887, 9887a, lease, 50059, VAWA, etc.

• Add a question to the application and re-certification questionnaire if the household has a direct express/debit card for SS, SSI, child support and certain types of employment.

• Medical marijuana in HUD subsidized housing is not allowed. Address the use of medical marijuana and recreational medical marijuana in your property policies and procedures. It’s best to set applicants’ expectations in the resident selection plan and establish specific guidelines in the house rules.

• The TRACS 202D deadline has been extended to February 29, 2015. The last day to submit vouchers to MHFA is February 20, 2015.

• New field in TRACS 202D – Field #69 – SS Benefits Claim ID# - will be active in 202D. If a HH member received SS income benefits under a claim number that is different than their SSN, sites should enter that Claim # on the next 50059.

Upcoming 2015 Events
April 22-23, 2015 Working Together Conference
Earle Brown Heritage Center, 6155 Earle Brown Drive, Brooklyn Center, MN 55430
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