Gross Rent Changes should be implemented on or shortly after the effective date, not in advance.

Implementing Gross Rent Changes (GRC) before the GRC effective date creates challenges for the property, contract administrator (CA) and TRACS software because the GRC may attach to a wrong certification. The primary challenge is with unit transfers or termination certifications that may occur mid-month after a voucher is sent.

Under TRACS 202D, your software may allow GRC implementation before the effective date but Minnesota Housing and the HUD MAT Guide recommend implementation after the effective date as best practice.

To minimize voucher errors, use the following guidelines when implementing Gross Rent Changes:
- GRC should be implemented on or shortly after the GRC effective date.
- Even though vouchers are processed a month in advance, GRC should not be implemented in advance of the effective date. Wait until the effective date, and then implement the GRC on the next voucher that you submit.

When should you implement the GRC?

What day of the month is the GRC effective?	On what day should I implement the GRC?	On what voucher should it be reflected?
July 1	On or after July 1	August (due July 10)
July 2-31	On or after the effective date	September (due August 10)

Questions? Contact your TRACS Data Analyst.