

Bring It Home Rental Assistance (BIH) Option 2 Amended Procedures Work Plan [Exhibit A]

The purpose of this BIH Work Plan is to outline changes from the Administrator’s Housing Choice Voucher (HCV) plan that will be used to implement Option 2. The BIH Work Plan must be submitted and approved by Minnesota Housing Finance Agency (MHFA) prior to the execution of the Grant Contract Agreement.

Provide the name of the software provider currently being utilized. If switching providers, provide that information as well.

Software Provider (Yardi, MRI, PHAweb)	
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Listed first are the modifications that will have expedited approval from MHFA.

When adding proposed Option 2 Amendments, please be sure to include:

- Detailed description of the proposed change
- How the change differs from the Program Administrator’s HCV Administrative Plan or similar governing document
- How the change aligns with the objectives of the Bring It Home Rental Assistance Program

OPTION 2 EXPEDITED APPROVAL AMENDMENTS	Explanation of Administrative Plan Differences
Expectation: The Grantee must select which expedited approval amendments they are pursuing.	Administrative Plan differences must include: • Plan section that is being amended • General description of how it differs from current procedures
Additional time for the housing search so that renters are more likely to find and secure housing.	
Alternatives to the HUD Housing Quality Standards/National Standards for the Physical Inspection of Real Estate (NSPIRE) inspections that achieve efficiencies for the renter, Housing Providers, and Program Administrator while maintaining health and safety standards.	

Changes to the definitions of household or family for the purposes of determining eligibility.	
Project-Based Rental Assistance without limitations on the number of units receiving Rental Assistance per property or address.	
Issuance of Project-Based Rental Assistance for units that have already passed previous inspections or meet state and local occupancy requirements without HUD-required property reviews such as environmental reviews that are not otherwise required by state or local law.	
Allowing households to rent units above 120% of the payment standard and/or pay up to 50% of their income towards rent where the Program Administrator can demonstrate that choices are severely restricted, the alternative would be homelessness or housing instability, and all other options have been exhausted.	
Allowing shorter-term leases including month-to-month or rental agreements that are not in a standard lease form where the Housing Provider would otherwise refuse to rent to the household.	
Allowing Eligible Households to apply for BIH Rental Assistance using various forms of identification.	
Allowing eligibility based on receipt of income-based state or federal benefits.	

Proposed Amendment	Explanation of Administrative Plan Differences	MHFA Approval Date or Required Changes
Expectation: The Grantee must adjust its proposed amendments to program procedures as needed. The final listed amendments must reflect the spirit and intent of the initial application.		
Proposed change must include:	Administrative Plan differences must include:	

- Detailed description of proposed change - How change aligns with BIH objectives	- Plan section that is being amended - General description of how it differs from proposed change	
<i>Example: “Local applicant” preference points given to households on separate BIH waiting list who live in Service Area. 3 points will be awarded to these households.</i>	<i>Current Administrative Plan Section III.D. does not allow preference points for local applicants on waiting list.</i>	