

April 2018 General Management Review Discussion Points:

- Just a reminder that Minnesota Housing has moved! As of September 1, 2017, our address is 400 Wabasha Street North, Suite 400, St. Paul, MN, 55102.
- **Release of Updated Resident Rights and Responsibilities Brochure**
The Office of Multifamily Housing Programs has released an updated Resident Rights and Responsibilities brochure. It is available to download and print at https://www.hud.gov/sites/dfiles/Housing/documents/resident_rights_brochure_8.pdf. Owners must provide applicants and tenants with a copy of the Resident Rights and Responsibilities brochure at move-in and annually at recertification. The Office of Multifamily Housing Programs encourages owners and management agents to distribute this brochure electronically, in addition to having printed copies available for tenants who prefer hardcopies. If distributing this brochure electronically, the owner is still obligated to document the tenant file to show the requirement has been met. Translation of the updated brochure to other languages is currently pending and once complete, will be posted to HUD's Fair Housing and Equal Opportunity website at https://www.hud.gov/program_offices/fair_housing_equal_opp.
- Effective January 1, 2018, Minnesota Housing will cite tenant files that have not been properly documented per HUD guidelines, specifically when verifying the cash value of a checking account (i.e. 6-month average). O/As must follow HUD's order of acceptability with regards to verification methods: 1) Upfront Income Verification (UIV), 2) third-party from source (written), 3) third-party from source (oral), and 4) family certification.

If upfront verification is not available, O/A must then attempt third-party verification. Third-party verification can either be written documentation sent directly by the third-party source (i.e. financial institution) or tenant provided documentation (i.e., bank statements). When third-party from the source is not available or a fee is charged to get the information and the tenant does not have the necessary documents, the O/A must revert to the next form of verification in order of acceptability, with the last resort being a family certification. If third-party verification is not available, O/As must document the tenant file to explain why third-party verification was not available. Note: it is not permissible to use less than a 6-month average, unless the account is newly established. **Reference: HH 4350.3 R1 C4 P5-13 and Appendix 3.**

- **Interim Final Rule on Streamlining Administrative Regulations and Implementing Family Income Reviews under the FAST Act**
On December 12, 2017, HUD published an interim final rule effective March 12, 2018 that amends the regulatory language for Public and Indian Housing (PIH) and multifamily housing rental assistance programs. The interim final rule implements FAST Act provisions, which allow public housing agencies (PHAs) and multifamily housing owners to do full income recertification for families with 90 percent or more of their income from fixed-income every three years instead of annually. This interim final rule also aligns the current regulatory flexibilities with those provided in the FAST Act by modifying the earlier streamlining regulations. You can read the interim final rule at <https://www.gpo.gov/fdsys/pkg/FR-2017-12-12/pdf/2017-26697.pdf>.

Besides streamlining fixed income stipulations, the interim final rule states that an owner may:

- Make utility reimbursements of \$45 or less per quarter (\$15 a month) on a quarterly basis.
 - Accept family declaration of assets under \$5,000. Third-party verification of all family assets is required every three years.
-
- The transition from TRACS 202D to TRACS 203A has been delayed again because HUD is updating the TRACS platform to provide a more current and reliable version. HUD expects to release TRACS 203A before the end of the calendar year and will announce a new release date after the update is complete. Questions? Visit https://www.hud.gov/program_offices/housing/mfh/trx/trxsum or contact your TRACS Data Analyst.

Upcoming 2017 Events:

April 17-18, 2018 Working Together Conference - <http://www.mmha.com/>
Earle Brown Heritage Center, Brooklyn Park, MN

To view past issues of *MOR Hot Topics*, visit <http://bit.ly/1zOjQ6M>.