Contents

About the Authors vii

Practitioner’s Guide to Project-Based Vouchers 1
I. Introduction 1
II. Creation and Evolution of the PBV Program 3
III. Setting Up a PBV Program 7
   A. Scope and Size of the PBV Program 7
   B. PHA Annual Plan 11
   C. Section 8 Administrative Plan 13
IV. New Construction versus Existing Housing 16
V. Selection of PBV Sites 18
   A. The RFP Process 19
   B. Alternative Competitive Selection 21
   C. Eligible Housing 22
   D. Site and Neighborhood Standards 23
   E. Limited Exception to Competitive Selection 25
VI. Prerequisites for PBV Assistance 26
   A. Environmental Review 26
   B. Subsidy Layering Review 28
   C. Cross-Cutting Federal Requirements 30
      1. Construction Period Requirements 30
      2. Uniform Relocation Act 32
      3. Section 504 Accessibility 32
   D. Inspections 33
VII. Income Mixing (Project Caps) 34
   A. Pre-HOTMA Contracts 36
Contents

VIII. Setting Rents 37
IX. Selecting Tenants 39
   A. Waiting Lists 40
      1. Types of Waiting Lists 40
      2. Maintaining Waiting Lists 41
   B. Preferences 42
      1. Mandatory Preferences 43
      2. Preferences from the Tenant-Based Program 44
      3. Preferences for Services Offered 44
      4. Preferences for Populations Served 45
      5. Application of Preferences 46
   C. Screening and Selection of Applicants 46
X. PBV Contract Forms 48
   A. Forms to Use 48
   B. When AHAP and HAP Contract Should Be Executed 50
   C. Terms of AHAP and HAP Contract 51
   D. Amendments 53
XI. PHA-Owned Units 55
   A. Definition 55
   B. Special Requirements 55
XII. Ongoing Monitoring 58
   A. Rent Adjustments 58
   B. Inspections 59
   C. Occupancy Issues 60
   D. Transfers of the HAP Contract 61
   E. Choice Mobility 62
XIII. Conclusion 63
Appendix I
Changes to PBV Program in Rental Assistance Demonstration (RAD) Conversion in Component I

I. Purpose of the RAD Program 65
II. Regulatory Documents 66
III. RAD Overlay to PBV Requirements 67
   A. Contract Rents 67
      1. Establishing RAD Contract Rents 68
      2. RAD Rent Increases 69
      3. RAD Rehab Assistance: Funding during Construction or Rehabilitation 69
   B. Extended Mandatory Affordability 70
      1. Mandatory HAP Renewal 70
      2. Recorded Use Agreement Lasting Term of the HAP 70
   C. Enhanced Tenant Protections 71
      1. Pre-Conversion Residents: Right to Return, Relocation, and No Rescreening 71
      2. Pre-Conversion Residents—Phased Rent Increases 72
      3. All RAD PBV Residents: Extended Notice before Evictions and Grievance-Like Procedures 73
   D. Required Project Waiting Lists 73
   E. More Intense PHA and HUD Involvement 74
   F. Waivers of Standard PBV Requirements 75

III. Required Changes to the Administrative Plan and PHA Plan 76
   A. Significant Amendment to a PHA’s Annual/ Five-Year Plan 76
   B. Amendment to Section 8 Administrative Plan 76

IV. RAD Process and Resulting Differences from PBV 77
   A. Snapshot of HUD Review Process 77
      1. Commitment to Enter into HAP Contract 77
      2. Review of Regulatory Compliance and Front End Civil Rights Review 78