



U.S. Department of Housing and Urban Development Public and Indian Housing

Special Attention of:
Directors of HUD Regional and Field
Offices of Public Housing;
Agencies that Administer the
Housing Choice Voucher Program

Notice PIH 2008- 37 (HA)

Issued: October 14, 2008

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Cross References: *Federal Register*
Notice FR-5213-N-01, Vol. 73, Pages
25026-25028, Dated May 6, 2008,
Implementation of the HUD-VA
Supportive Housing Program; FR

Correction

Notice, Vol. 73, No. 97, Page 28863

Subject: Reporting Requirements for the HUD-Veterans Affairs Supportive Housing Program

- 1. Purpose** The purpose of this Notice is to inform those public housing agencies (PHAs) that were awarded HUD-Veterans Affairs Supportive Housing (HUD-VASH) vouchers on or after May 6, 2008 (which will further be referred to in this Notice as initial PHAs) of the reporting requirements related to this program in order to track its success. These reporting requirements, which will also apply to receiving PHAs in portability cases, are essential to the coordination of data between HUD and the Department of Veterans Affairs and to ensure that the vouchers remain available upon turnover. Public and Indian Housing Information Center (PIC) reporting requirements were initially described in sections II. f. and III. of the Implementation of the HUD-VA Supportive Housing Program (Operating Requirements) published in the *Federal Register* on May 6, 2008, with a correction published on May 19, 2008.
 - 2. Department of Veterans Affairs Tracking.** The Department of Veterans Affairs will track the following data on homeless veteran families selected to participate in the HUD-VASH program: (1) the full name of the Veterans Affairs Medical Center (VAMC); (2) the name and code of the PHA to which the family was referred; (3) the full name of the head of household (HOH); (4) social security number of the HOH; (5) date of birth of the HOH; (6) the date of written referral to the PHA for eligibility determination; and (7) date and reason for denial of a voucher by the PHA, if applicable.
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PE : Distribution: W-3-1, R-3-1, (PIH), R-6, R-7, 138-3 (Sec. 8 HAs)

3. PHA Reporting.

- a. Denial of Assistance.** If the PHA denies assistance to a family under the HUD-VASH program, it must provide the family with prompt notice of the decision denying assistance to the family with a brief statement of the reason for denial, and must provide the family the opportunity for an informal review in accordance with 24 CFR Section 982.554(a) and (b). A copy of this denial of assistance notice must be sent to the VAMC case manager and Phyllis Smelkinson, Housing Program Specialist, HUD Headquarters, Office of Public and Indian Housing, Housing Voucher Management and Operations Division, Room 4210, Washington, DC, 20410-1000.

Please note that the only reasons for denial of assistance by the PHA cited in the Operating Requirements were failure to meet the income eligibility requirements (Section II. b.) and a family member that was subject to a lifetime registration requirement under a state sex offender registration program (Section II. a.).

- b. Issuance of Voucher.** The initial PHA must track issuance of vouchers for families referred by the VAMC through PIC reporting. As noted in Section III. of the Operating Requirements, a new code (VASH) has been established in PIC and must be entered by the initial PHA in field 2n (Other Special Programs) of the Family Report (form HUD-50058) for all HUD-VASH families. The initial PHA must enter this code at the time of issuance of the HUD-VASH voucher (Action Code 2a = 10) in order to ensure proper tracking for the HUD-VASH program. Although under the portability regulation, 24 CFR Section 982.355(c)(6), the PHA administering the voucher in the location to which the families moves (“receiving PHA”) must issue a voucher to the family, the receiving PHA is not required to enter a form HUD-50058 into PIC for this action.

c. Leasing and Ongoing Reporting.

- i) The special program code (VASH) must be maintained on the form HUD-50058 by the initial and, if applicable, receiving PHA for all HUD-VASH families when the family is admitted to the voucher program and throughout the family’s participation in the program. If the receiving PHA under portability does not enter the VASH code, the initial PHA will not get credit for the family’s leasing. In all portability cases, the initial PHA (the one that has been selected to partner with the local VAMC) must be billed for all portable families under the HUD-VASH program. Please reference Section II.f. of the Operating Requirements.
- ii) If the HUD-VASH family no longer requires case management services, and the PHA

has the funding and elects to serve the family under its regular HCV program, the PHA will no longer use the VASH code on future form HUD-50058s for this family. Please reference Section II. g. of the Operating Requirements.

4. **HUD Tracking.** HUD Headquarters will match data from the Department of Veterans Affairs with data in PIC. If there are discrepancies (such as in the number of families referred by the VAMCs and those issued vouchers by the initial PHA or the success rate), HUD may contact these PHAs to address these issues.
5. **Implementation.** The reporting requirements described above must be implemented immediately and retroactively, if necessary, for all HUD-VASH families. However, if the HUD-VASH family has already been reported in the PIC system as leased (new admission or portability move-in), there is no need to retroactively enter a form HUD-50058 for the issuance of the voucher.
6. **Information Contact.** Inquiries about this notice should be directed to Phyllis Smelkinson in the Housing Voucher Management and Operations Division, Office of Public Housing and Voucher Programs, at (202) 402-4138.
7. **Paperwork Reduction Act.** The information collection requirements contained in this Notice have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act (PRA) of 1995 (44 U.S.C 3520). In accordance with the PRA, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number. The active information collections contained in this Notice have been approved under the PRA and assigned OMB Control Number 2577-0083.

/s/

Paula O. Blunt, General Deputy Assistant Secretary
for Public and Indian Housing

