
MAINTAINING OHCS HOME UNIT MIX REQUIREMENTS

TO: OHCS HOME FUNDED PROPERTY OWNERS AND AGENTS

FROM: JENNIFER MARCHAND, OHCS COMPLIANCE TECHNICAL ADVISOR

SUBJECT: HOME UNIT MIX AND REQUIREMENTS

DATE: MAY 4, 2018

Please be aware that maintaining the required HOME funding unit mix and making adjustments as required is a key piece to HUD HOME funding compliance. In a HOME designated unit when a tenant is over-income, the unit that the tenant occupies is considered temporarily out of compliance with HOME's occupancy and unit mix requirements.

Temporary noncompliance due to an increase in an existing tenant's income is permissible as long as the owner takes specific steps to restore the correct occupancy and unit mix in the property as soon as possible. The rents of tenants whose incomes exceed the low-income limit must also be adjusted as soon as the tenant's lease permits. However, owners/managers may not evict or terminate the tenancy of a household because its income increased.

When an owner/manager recertifies a tenant's income and finds that it has increased above the HOME income limits, the steps that the owner/manager takes to restore compliance depend on whether the over-income tenant occupies a High HOME Rent unit or a Low HOME Rent unit and whether the property has designated fixed or floating HOME units. If the tenant occupies a Low HOME Rent unit, the steps also depend on whether or not the tenant is low-income.

Detailed information including helpful flow charts regarding adjusting the HUD HOME unit mix can be located in the OHCS HOME Compliance manual on the OHCS website http://www.oregon.gov/ohcs/APMD/PCS/pdf/OHCS_HOME_Compliance_Manual_2015.pdf

Questions regarding HOME unit mix requirements can be directed to the property Compliance Officer or to Jennifer.C.Marchand@oregon.gov