



HOUSING AUTHORITY *of* JOLIET

Dear HCV Participant,

Please be advised, the following change was approved and made to the Housing Authority of Joliet Administrative Policy, effective July 1, 2020. Revised, January 20, 2022.

HAJ Policy

The PHA will assign one (1) bedroom for the head of household and assign one (1) bedroom for each two (2) persons within the household, except in the following circumstances:

- Live-in aides will be allocated one (1) separate bedroom.
- Single person households will be allocated one bedroom.

What does this mean? This means if you are a family of 3 people, regardless of gender or age, you will receive a 2br voucher. A family of 4 will receive a 2br voucher. A family of 6 will receive a 3br voucher. A family of 7 will receive a 4br. A family of 8 will receive a 5br voucher. And so on. *

You will see your voucher size trued up at such a time as you are transferring to a different unit, when you are porting your voucher out to another jurisdiction, or when you make a change to your household composition.

This will help reduce costs for the housing choice voucher program and will allow the HAJ to run a more cost-effective program and to house applicants from the waiting list in the near future.

* In determining family unit size for a particular family, the PHA may grant an exception to its established subsidy standards if the PHA determines that the exception is justified by the age, sex, health, handicap, or relationship of family members or other personal circumstances [24 CFR 982.402(b)(8)]. Reasons may include, but are not limited to:

- A need for an additional bedroom for medical equipment
- A need for a separate bedroom for reasons related to a family member's disability, medical or health condition for a single person who is not elderly, disabled, or a remaining family member, an exception cannot override the regulatory limit of a zero or one bedroom [24 CFR 982.402(b)(8)].

HAJ Policy

The family must request any exception to the subsidy standards in writing. The request must explain the need or justification for a larger family unit size and must include appropriate documentation. Requests based on health-related reasons must be verified by a knowledgeable professional source (e.g., doctor or health professional), unless the disability and the disability-related request for accommodation is readily apparent or otherwise known. The family's continued need for an additional bedroom due to special medical equipment must be re-verified at annual reexamination.

The PHA will notify the family of its determination within 10 business days of receiving the family's request. If a participant family's request is denied, the notice will inform the family of their right to request an informal hearing.

Sincerely,
Tina Pourroy
HCV Program Manager