## Changes made to Public Housing Admissions and Continued Occupancy Plan Effective January 1, 2024

ACOP Plan Section	Heading	Revision
Chapter 2	Discrimination Complaints	Inserted in bold Chapter Format. 2.I.C Discrimination Complaints
Chapter 2IC.		PHA Policy
Page 2-4		Applicants or tenant families who believe that they have been subject to unlawful discrimination may notify the PHA <b>either orally</b> or in writing.
		Removed
		The PHA will attempt to remedy discrimination complaints made against the PHA.
		The PHA will provide a copy of a discrimination complaint form to the complainant and provide them with information on how to complete and submit the form to HUD's Office of Fair Housing and Equal Opportunity (FHEO).
		Inserted
		Within 10 business days of receiving the complaint, the PHA will investigate and attempt to remedy discrimination complaints made against the PHA.
		The PHA will also advise the family of their right to file a fair housing complaint with HUD's Office of Fair Housing and Equal Opportunity (FHEO). The fair housing poster, posted in conspicuous and accessible locations in PHA lobbies, will reference how to file a complaint with FHEO.
		The PHA will keep a record of all complaints, investigations, notices, and corrective actions. (See Chapter 16.)

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Chapter 4	Applications, Waiting	PHA Policy
	list and Tenant	Inserted-in bold
	Selection	
4-I-D.	Placement on the	The PHA will provide written notification of the preliminary eligibility determination within 10
Page 4-4	Waiting List	<b>business days of receiving a complete application</b> . If applicable, the notice will also indicate the waiting list preference(s) for which the family appears to qualify.
		Placement on the waiting list does not indicate that the family is, in fact, eligible for admission. A final determination of eligibility and qualification for preferences will be made when the family is selected from the waiting list.
		Applicants will be placed on the waiting list according to any preference(s) for which they qualify, and the date and time their complete application is received by the PHA.
4.II.C.	Opening and Closing	Removed
Page 4-7	the Waiting List	Upon opening the waiting list, the PHA will accept consecutively for 21 days. After the 21 days, the PHA may randomly select (lottery) pre-applications to populate the waiting list. The waiting list will be established based on local preference and lottery number. After the initial 21-day period, the waiting list will remain open and may be randomly selected to populate the waiting list monthly. The subsequent lotteries will be added to the end of the established waiting list.
		Inserted- in bold
		Upon opening the waiting list, the PHA will accept pre-applications by date and time.

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Page 4-20	Order of Selection	Removed
		The PHA System of Preferences may select families according to the random selection process (lottery).
		Inserted-in bold
		The PHA system of preferences may select families according to the date and time of pre application or by random selection process (lottery).
		PHA Policy Families will be selected from the waiting list based on preference. Among applicants with the same preference, families will be selected according to their preference then by date and time of pre application.
		By matching unit and family characteristics, it is possible that families who are lower on the waiting list may receive an offer of housing ahead of families according to their date and time of pre application or higher preference status.
Chapter 12 Part II	PHA Required Transfers	Inserted-in bold
Page 12-6	Transfers	Demolition, Disposition, Revitalizations, or Rehabilitation Including Rental Assistance Demonstration (RAD) Conversions Transfers
		Upcoming Proposed PBV RAD Projects:
		Tucson House - 1501 N. Oracle Rd Martin Luther King (MLK) – 55 N. 5 <sup>th</sup> Ave Craycroft Tower – 1635 N. Craycroft Rd

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Overall	All Chapters	Updated 2023 Version of Admissions and Continued Occupancy Plan template with correct page
		numbers. Any policy changes are included in this summary.