Introduction

**HOTMA CHANGES IN THE ADMINSTRATIVE PLAN**

On July 29, 2016, the Housing Opportunity Through Modernization Act of 2016 (HOTMA) was signed into law. HOTMA made numerous changes to statutes governing HUD programs, including sections of the United States Housing Act of 1937. Title I of HOTMA contains 14 different sections that impact the public housing and Section 8 programs.

**HOTMA 102/104**

HUD published a final rule on February 14, 2023, revising regulations related to income, assets, adjusted income, verification, and reexaminations and more to implement Sections 102 and 104 of HOTMA. While the new regulations were effective January 1, 2024, HUD delayed full compliance for HOTMA 102/104. *Compliance* with Sections 102 and 104 of HOTMA means not only applying HOTMA 102/104 regulations to affected programs but also submitting Form HUD-50058s with family information to HUD’s electronic reporting system. Currently, PHAs remain unable to fully comply with HOTMA 102/104 because HUD’s current IMS/PIC system is unable to accept HOTMA-compliant Form HUD-50058s. However, HUD has determined that some HOTMA 102/104 policies are not dependent on transition systems and specified a PHA implementation date for these policies of July 1, 2025.

HOTMA 102/104 policies are provided in each affected area of the model policy. Some HOTMA policies that are “on hold” are indicated in the model policy as such. The provided appendix explicitly identifies all HOTMA elements that are on hold.

**HOTMA VOUCHER FINAL RULE**

The final rule implementing streamlining changes to the HCV and PBV programs was published on May 7, 2024 and codified certain provisions in Sections 101, 105, 106, and 112 of HOTMA, as well as incorporating changes from the NSPIRE final rule, discussed below. The rule is known as the “HOTMA voucher final rule.” The effective date of the HOTMA voucher final rule was June 6, 2024. While the compliance date for certain provisions of the rule was the same as the effective date, the compliance date for other provisions was not until 90 days, 180 days, or one year after the effective date: June 6, 2025.

**ABOUT THE ADMINISTRATIVE PLAN**

**REFERENCES CITED IN THE ADMINISTRATIVE PLAN**

The authority for PHA policies is derived from many sources. Primary among these sources are federal statutes, federal regulations, and guidance issued by HUD. State law also directs PHA policy. State law must be followed where such law exists and does not conflict with federal regulations. Industry practice may also be used to develop policy as long as it does not conflict with federal requirements or prohibitions.

**HUD**

HUD provides the primary source of PHA policy through federal regulations, HUD notices, and handbooks. Compliance with federal regulations, current HUD notices, and current HUD handbooks is mandatory.

HUD also provides guidance to PHAs through other means such as HUD-published guidebooks, expired HUD notices, and expired handbooks. Basing PHA policy on HUD guidance is optional, as long as PHA policies comply with federal law, federal regulations and mandatory policy. Because HUD has already determined that the guidance it provides is consistent with mandatory policies, PHA reliance on HUD guidance provides the PHA with a “safe harbor.”

Material posted on the HUD website can provide further clarification of HUD policies. For example, FAQs on the HUD website can provide direction on the application of federal regulations in various aspects of the program.

**State Law**

Where there is no mandatory federal guidance, PHAs must comply with state law, if it exists. Where state law is more restrictive than federal law, but does not conflict with it, the PHA should follow the state law.

**Industry Practice**

Where no law or HUD authority exists on a particular subject, industry practice may support PHA policy. Industry practice refers to a way of doing things or a policy that has been adopted by a majority of PHAs.

**NSPIRE AND HQS IN THE ADMINISTRATIVE PLAN**

The PHA must determine that the rental unit selected by the family is in safe and habitable condition at certain times prescribed by the regulations. The current applicable inspection standard for the HCV and PBV programs is Housing Quality Standards (HQS). On May 11, 2023, HUD published a final rule implementing the National Standards for the Physical Inspection of Real Estate (NSPIRE final rule), a new approach to defining and assessing housing quality across multiple HUD programs. 24 CFR 5.703 describes the NSPIRE standards, including variations for the HCV and PBV programs. Notice PIH 2023-28 finalized the administrative procedures for NSPIRE as they pertain specifically to the HCV and PBV programs. Collectively, this is known as “NSPIRE-V.”

The compliance date for NSPIRE-V was to be no later than October 1, 2025. However, in September 2025, HUD extended the NSPIRE-V compliance through January 31, 2027, at which point the HQS inspection standard will sunset. PHAs may, however, implement NSPIRE-V prior to February 1, 2026, provided they do so in accordance with requirements in FR Notice 7/5/24. Those PHAs that have transitioned to NSPIRE-V must inform HUD of the date implemented. Other PHAs must inform HUD of their planned implementation date which must be on or before February 1, 2027. Notifications are emailed to [NSPIREV\_AlternateInspection@HUD.gov](mailto:NSPIREV_AlternateInspection@HUD.gov) with a copy to the PHA’s field office.

Because the definition of *housing quality standards (HQS)* at 24 CFR 982.4 means the minimum quality standards in accordance with 24 CFR 5.703 for the HCV program including any variations approved by HUD, regulations at 24 CFR Part 982 and 983 governing the HCV and PBV programs continue to and will continue to use the term *housing quality standards* rather than *NSPIRE.* The model policy therefore uses the term *housing quality standards* whenever used by applicable regulations.

The model policy includes two housing quality standards chapters for those PHAs that have not yet implemented NSPIRE. The chapter for those PHAs continuing to utilize HQS no longer applies upon the PHA’s NSPIRE implementation date or upon HUD’s required NSPIRE implementation date, whichever comes earlier. Effective with this date, the chapter with NSPIRE requirements will apply. If a PHA’s administrative plan only includes the NSPIRE chapter, the PHA has implemented NSPIRE requirements.

Except in the chapter describing HQS, the acronym *HQS* is not used in the model policy in order to avoid confusion between the umbrella term meaning housing standards and the specific inspection protocol. The model policy only uses the term *NSPIRE* when referring to specific NSPIRE standards.

**RESOURCES CITED IN THE ADMINISTRATIVE PLAN**

The administrative plan cites several documents. Where a document or resource is cited frequently, it may be abbreviated. Where it is cited only once or twice, the administrative plan may contain the entire name of the document or resource. Following is a key to abbreviations used for various sources that are frequently cited in the administrative plan and a list of references and document locations that are referenced in the administrative plan or that may be helpful to you.

**HUD HCV Guidebook**

In November 2019 HUD began issuing a new version of the HCV Guidebook chapter-by-chapter. Unlike the previous version of the HCV Guidebook in which chapters were numbered, the new version of the guidebook includes chapter names, but no numbers. As the new version of the guidebook has not yet been fully released, and since the previous version of the guidebook contains guidance not found in the new version, the policy cites both versions of the guidebook. Therefore, where the HCV Guidebook is cited in the policy, the citation will make a distinction between the “old” and “new” versions of the guidebook. The “old” version of the guidebook will continue to be cited as *HCV GB* with a chapter/page reference (example: HCV GB, p. 5-4). If HUD has also released a new chapter on the same topic with information that either adds new information or updates existing information from the previous guidebook, the new guidebook will be cited as *New HCV GB* with a chapter title and page reference (example: New HCV GB, *Payment Standards,* p. 11). On September 29, 2023, HUD issued Notice PIH 2023-27 to implement sections 102 and 104 of the Housing Opportunity Through Modernization Act of 2016 (HOTMA). The notice supersedes relevant portions of the guidebook, specifically the chapters on eligibility, denials, and annual reexaminations and interim reexaminations. Where chapters have not been altered by the HOTMA implementation notice, the model policy continues to cite the HCV Guidebook.

**Abbreviations**

Throughout the administrative plan, abbreviations are used to designate certain documents in citations. The following is a table of abbreviations of documents cited in the administrative plan.

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| **Abbreviation** | **Document** |
| CFR | Code of Federal Regulations |
| HCV GB | Housing Choice Voucher Program Guidebook (7420.10G), April 2001. |
| New HCV GB | Housing Choice Voucher Program Guidebook (7420.10G), Various dates of release |
| HUD-50058 IB | HUD-50058 Instruction Booklet |
| RHIIP FAQs | Rental Housing Integrity Improvement Program (RHIIP) Frequently Asked Questions. |
| VG | PIH Notice 2004-01 Verification Guidance, March 9, 2004. |
| HB 4350.3 | Occupancy Requirements of Subsidized Multifamily Housing Programs |

**Resources and Where to Find Them**

The HUD website is <https://www.hud.gov/>.

Guidebooks, handbooks, and other HUD resources may be found at the HUDClips website: <https://www.hud.gov/program_offices/administration/hudclips>.

Following is a list of resources helpful to the PHA or referenced in the administrative plan, and the online location of each.

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| **Document and Location** | |
| Code of Federal Regulations (24 CFR)  <https://www.ecfr.gov/> | |
| Eligibility of Students for Assisted Housing Under Section 8 of the U.S. Housing Act of 1937; Final Rule  <http://edocket.access.gpo.gov/2008/pdf/E8-19435.pdf> | |
| Enterprise Income Verification (EIV) System  https://www.hud.gov/helping-americans/public-indian-housing-eiv | |
| Executive Order 11063  <https://www.archives.gov/federal-register/codification/executive-order/11063.html> | |
| Federal Register  <https://www.federalregister.gov/> | |
| Housing Choice Voucher Program Guidebook (7420.10G), Updated Chapters  <https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/guidebook> | |
| HOTMA Final Rule  <https://www.federalregister.gov/documents/2023/02/14/2023-01617/housing-opportunity-through-modernization-act-of-2016-implementation-of-sections-102-103-and-104?utm_campaign=subscription+mailing+list&utm_source=federalregister.gov&utm_medium=email> | | |
| HOTMA Implementation Notice, PIH 2023-27  <https://www.hud.gov/sites/dfiles/OCHCO/documents/2023-27pihn.pdf> | | |
| Joint Statement of the Department of Housing and Urban Development and the Department of Justice, issued May 17, 2004  <https://www.justice.gov/sites/default/files/crt/legacy/2010/12/14/joint_statement_ra.pdf> | |
| Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, published January 22, 2007  <https://www.lep.gov/guidance/HUD_guidance_Jan07.pdf> | |
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| Notice PIH 2017-12, Administrative Guidance for Effective and Mandated Use of the Enterprise Income Verification (EIV) System  https://www.hud.gov/sites/documents/17-12pihn.pdf | |
| VAWA Resources  <https://www.hud.gov/vawa> |