

## **Notice to Public of impacts that PHA waivers and alternative requirement may have on Public Housing Applicants and Residents during COVID-19 Emergency.**

The Jonesboro Housing Authority is monitoring the COVID-19 impact in Craighead County. JURHA is prioritizing the health and safety of our community and ensuring the well-being of our participants and staff. Therefore, JURHA will not be making appointments for in-person interviews but will allow our lobby to remain open for pick up and drop off of forms unless we are otherwise directed by State or Local Authorities.

In the lobby you will be able to pick up forms from the Public Housing Secretary to report income changes, household occupancy changes and 30-day notices to move out. Applicants can pick up waiting list applications. You can also go to our website [www.jurha.org](http://www.jurha.org) to find forms under the COVID-19 Policies or you can request the forms to be emailed to you. Participants will continue to be mailed out annual recertification forms. All forms must be returned to Public Housing through the Public Housing Window. If the lobby is locked, you may use the slot located on the outside of the building. Please be sure to include a good working phone number and email address so that we can contact you if you use the drop box for papers. You will be contacted by JURHA staff for a review of your request and you will be able to ask questions during the interview.

The Public Housing secretary will be available to make copies and take information requested by JURHA staff. Tenants may also sign new lease documents so that we can continue to process new tenancies.

The Public Housing secretary will continue to mail annual examination notices documents. It is important that you bring the completed documents into the office at your scheduled time. This will allow us to maintain recommended social distancing and make the drop off and required signatures more efficient for you.

The lease up specialist will continue to send offer letters and will provide you with necessary forms to sign for us to determine eligibility. You may sign and return them to the Public Housing Window in the lobby.

Work orders will be performed as called. Please be honest with maintenance staff when asked if anyone has been sick in your apartment. You may be asked to exit the apartment through the back door and wait on your patio or back porch while maintenance completes the service. We will continue to follow COVID-19 precautions when in the units.

**Waivers provided to PHA under the Coronavirus Aid, Relief and Economic Security (CARES) Act. The PHA is utilizing the following waivers and we are required to notify residents of any impact that the waivers may have on them.**

PHA may delay the Annual examination of Family Income and Composition. The PHA will continue to schedule and contract annual reexaminations by phone/mail/drop off. If there is a surge in COVID-19 the PHA may delay Annual Recertifications. Waiver expires December 31, 2021.

The PHA will continue to attempt third party verifications provided by the resident in the form of a letter on letterhead stating their job has been furloughed, check stubs, online resources, or other acceptable traditional third-party resources. The PHA will continue to print an EIV on every reexamination. The PHA *may* consider self-certification as the highest form of income verification to process annual and

Interim reexaminations. This will allow us to proceed with the well documented self-certification rather than wait two weeks or more on a third-party verification that we are unable to obtain due to COVID-19. **Hud requires PHA to ensure that any material discrepancies (from self-certifications) that may arise later from HUD's Income Verification tool be investigated and enforcement action taken to recover any overpaid rental assistance.** Waiver ends on December 31, 2021.

The PHA will continue to monitor mandatory EIV reports including family income reports but may not be able to promptly reconcile discrepancy. However, any remaining discrepancy will be investigated upon regular operations and enforcement action taken to recover any overpaid rental assistance. Waiver ends of December 31, 2021.

Resident council elections shall not be held until after December 31, 2021.

We completed our annual inspections in January, 2020; If the COVID-19 pandemic continues through January 2021, we may delay an inspection if there is a family member sick, has a quarantine order, or if they are part of a vulnerable population. Delayed inspections must be approved by the inspection staff. No Quality Control inspections will be conducted. This waiver ends on December 31, 2020 and all delayed inspections must be conducted on or before this date. Annual inspections will be performed in 2021.

The PHA may delay the review and update of the utility allowances but it must be completed no later than December 31, 2021.