

# Summary of Revisions to FY 2026 - 2027 Family Self-Sufficiency (FSS) Action Plan

**Important Note:** All changes outlined in this summary are proposed. Resident feedback will be reviewed before implementation and board approval.

The primary objectives of these proposed revisions to the Family Self-Sufficiency (FSS) Action Plan are to:

- Align policies with current rent simplification rules and U.S. Department of Housing and Urban Development (HUD) regulations (24 CFR Part 913).
- Enhance consistency in the administration of escrow accounts and supportive services.
- Modernize program reporting by ensuring demographic data reflects the current participant population.

## Summary of Key Policy Changes for Review

Below is a summary of the proposed revisions, detailing the current policy and the suggested change.

### 1. Resident Service Coordinator Terminology

- **Current Policy:** The action plan language refers to Resident Service Coordinator(s).
- **Proposed Change:** Change the action plan language from Resident Service Coordinator(s) to Resident Service Specialists for all relevant sections.

### 2. Update Family Demographics (Section 1.2.F)

- **Current Policy:** This section includes a table detailing household demographics for the Housing Choice Voucher (HCV) and Public Housing programs based on FY20 data.
- **Proposed Change:** Include the most current demographics available to ensure accurate reporting of resident characteristics.

### 3. FSS Program Fund Use (Section 4.1.B)

- **Current Policy:** The FSS Program Fund, created from forfeited escrow accounts, is used for FSS program-related support, such as supportive service requests by FSS families or training of FSS Resident Service Coordinators to enhance service delivery.

- **Proposed Policy Change:** The fund will be used for FSS program-related support, such as supportive service requests by FSS families, group training and activities directly related to an FSS participant's ITSP, or training of FSS Resident Service Specialists to enhance service delivery.

#### 4. Defining "Good Standing" and Lease Compliance (Section 5.1.C)

- **Current Policy (Lease Compliance Definition):** "For the purposes of the FSS Program, comply with the lease means the FSS family has not been evicted for repeated or serious violations of the lease; or if they have been evicted for serious or repeated violations of the lease, the family has prevailed in either the grievance hearing or the informal hearing process."
- **Proposed Policy Change (Lease Compliance Definition):** "For the purposes of the FSS Program, comply with the lease means the FSS family must be current on any debts owed to Opportunity Home, has not defaulted on any Repayment Agreement Plans, has not been evicted for repeated or serious violations of the lease; or if they have been evicted for serious or repeated violations of the lease, the family has prevailed in either the grievance hearing or the informal hearing process."

#### 5. Rent and Total Tenant Payment (TTP) Calculation (Section 6.1.B (3))

- **Current Policy (HCV):** For the HCV program, *family rent* is 30 percent of adjusted monthly income [24 CFR 984.305(b)(1)].
- **Proposed Policy Change (HCV):** For the HCV program, *family rent* is based on the HCV rent simplification policy [referenced in section 6.3.A(1)(f) of the Administrative Plan].

#### 6. Interim Disbursement of FSS Account Funds (Section 6.1.C(2))

- **Current Policy:** Policy details for partial disbursement of escrow funds before contract completion for interim goals or one-time payment of ongoing expenses.
- **Proposed Policy Change (New Sub-sections):**
  - (ii.) Opportunity Home reserves the right to request that the family attend a meeting to clarify the withdrawal request before a determination is made, and/or may require additional documentation before making a decision.
  - (iii.) Opportunity Home will allow interim disbursement withdrawals not to exceed 50% of the participant's program lifetime accrued escrow. If sufficient funds are available, certain circumstances may allow withdrawals of more than 50% at Opportunity Home's discretion.

#### 7. Use of Forfeited Escrow Funds Request Limits (Section 6.1.E)



A COMMUNITY OF POSSIBILITIES

- **Current Policy:** Requests for supportive service funds by FSS families in good standing may not exceed \$2,500 in a calendar year. The frequency of requests is not explicitly limited.
- **Proposed Policy Change:**
  - e. FSS Heads of Household in good standing may request funds for supportive services by providing a statement of need and supporting documentation.
    - i. The request shall not exceed \$2,500 per calendar year.
    - ii. While the standard protocol remains one request per year, additional requests may be approved at the discretion of Opportunity Home, provided the total annual cap is not exceeded.

