



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

Special Attention of:

Directors of HUD Regional and
Field Offices of Public Housing;
Agencies that Administer the
Emergency Housing Voucher Program

Notice PIH 2023-31(HA)

Issued: October 13, 2023

Cross Reference: Notice PIH 2021-15
Notice PIH 2022-06
Notice PIH 2022-22

Amends: Section 4 of Notice PIH
2022-06

Expires: This notice remains in effect until
amended, superseded, or rescinded.

SUBJECT: Revocation and Reallocation of Emergency Housing Voucher Awards CY2024

1. Purpose

This notice explains HUD's process for a second revocation and reallocation of Emergency Housing Voucher (EHV) awards for Calendar Year 2024. As part of this process, the notice updates the award allocation formula found in section 4 of the Notice PIH 2021-15 in connection with the reallocation of these EHV awards.

2. Background

On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (P.L. 117-2, hereafter referred to in this notice as "the ARP") into law, which provides over \$1.9 trillion in relief to address the continued impact of the COVID-19 pandemic on the economy, public health, State and local governments, individuals, and businesses.

Section 3202 of the ARP appropriates \$5 billion for 70,000 new incremental EHV's, the renewal of those EHV's, and fees for the cost of administering the EHV's and other eligible expenses defined by notice to prevent, prepare, and respond to coronavirus to facilitate the leasing of the emergency vouchers, such as security deposit assistance and other costs related to retention and support of participating owners.

The ARP provides that if a PHA fails to lease its authorized EHV's within a reasonable period of time, HUD may revoke and redistribute any unleased vouchers and associated funds to other PHAs. HUD issued Notice PIH 2021-15 on May 5, 2021, to provide operating requirements to PHAs administering the EHV program. Section 14 of Notice PIH 2021-15 described HUD's authority to revoke and reallocate EHV's and provided that HUD would issue a separate notice detailing the process by which vouchers will be revoked and reallocated at least four months before the PHA's leasing performance will be evaluated. HUD issued Notice PIH 2022-06 on March 10, 2022 to explain the process for the reallocation of voluntary EHV returns. HUD issued Notice PIH 2022-22 on August 11, 2022 to explain the process for the initial revocation and reallocation of EHV funds—HUD's initial revocation of EHV awards targeted PHAs with no leasing activity at the end of Calendar Year 2022.

This notice explains HUD process for a second revocation for PHAs that have ten or more available EHV vouchers with less than 75% EHV utilization. HUD may issue a subsequent notice in Calendar Year 2024 if a third revoke and reallocation action is necessary.

3. Revocation of EHV Awards

In order to be eligible for an EHV, an individual or family must meet one of four eligibility categories, which are (1) homeless (2) at risk of homelessness, (3) fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, and (4) recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability. These individuals and families may require additional support and time to secure a lease. Therefore, HUD's revocation of EHV Awards will only target PHAs that have ten or more (10+) available vouchers and less than 75% EHV utilization.

To identify the PHAs with ten or more available EHV vouchers and less than 75% EHV utilization, HUD will examine a PHA's reported EHV program activity according to data reported by the PHA in the Public and Indian Housing Information Center (IMS/PIC) and/or Housing Information Portal (HIP) as of February 15, 2024. After February 15, 2024 HUD will identify the PHAs matching the revocation criteria and notify the PHA that all available EHV's will be revoked. HUD will amend the PHA's Consolidated Annual Contributions Contract (CACC) to reflect the revocation of EHV authority.

HUD will not revoke vouchers in cases where EHV applicants voucher holders are searching for a unit. Upon notice of revocation, the PHA must verify that its EHV voucher issuances reported in IMS/PIC or HIP as of February 15, 2024 are accurate. HUD will reduce the PHA's EHV CACC while taking the number of reported active voucher issuances into account. Furthermore, HUD will not revoke vouchers from PHAs that are the only EHV program administrator in a state or territory.

Examples as of February 15, 2024 for PHAs with less than 75% EHV Utilization:

- a. PHA1 has 20 available EHV vouchers to lease with 0 vouchers issued to applicants who are searching for a unit. HUD contacted PHA1 to confirm their current number of vouchers issued and then revoke all 20 EHV's.
- b. PHA2 has 15 available EHV vouchers to lease and 5 EHV vouchers currently issued to applicants who are searching for a unit. The 5 previously issued vouchers would not be counted toward the revocation. HUD would revoke 10 EHV's.
- c. PHA3 has 9 available EHV vouchers to lease. Even if some of the available vouchers were issued and searching, HUD would not revoke any EHV's since it is less than 10 available EHV's.

As of October 5, 2023, HUD estimates that 38 PHAs are potentially subject to this revocation. A list of PHAs is available in Appendix A.

4. **Return of EHV funds**

Consistent with the return of funds process explained in PIH Notice 2022-22, once the number of EHV's under a PHA's CACC is reduced, the PHA must return any funds associated with the EHV revocation. This includes the following:

- Ongoing administrative fees that were advanced to the PHA unless the advanced ongoing administrative fees have already been accounted for through HUD's reconciliation process.
- The PHA must return all unspent EHV service fees, all unspent EHV preliminary fees, and all unspent placement/issuance fees.

Upon notice of revocation, the PHA will receive instructions from HUD's Financial Management Center regarding the process for returning the funds.

Please note that returns of EHV funds may be subject to review or audit by HUD even after the return of funds and PHA close-out of the program.

5. **Reallocation of EHV Awards**

HUD will reallocate EHV Awards to PHAs with a demonstrated capacity to administer an EHV program. HUD's reallocation formula is based on the award formula described in Section 5 of Notice 2022-22. In the initial award formula, HUD created a dual formula structure that provides the highest allocation of vouchers for a PHA based on the higher of an estimate of homeless need and an estimate of at-risk of homelessness need. To ensure geographic diversity, HUD adjusted the formula so that each state had a base allocation. In situations where a PHA was below the minimum threshold to receive a voucher allocation, the additional vouchers were provided to the state PHA.

The reallocation formula is a function of a PHA's initial formula allocation and newer information on its capacity to implement the EHV program as measured through EHV utilization. Specifically, the reallocated vouchers will only be available for PHAs that have a reported EHV utilization rate of at least 75 percent or greater as of February 15th, 2024 as reported in IMS/PIC and/or the HIP. Among those PHAs that meet this utilization minimum, the formula allocation will be proportional to their leased EHV's among all leased vouchers of PHAs that meet this utilization minimum.

Specifically, HUD will perform the following assessments and calculations:

- a. HUD will identify any PHAs that have reported EHV utilization of at least 75 percent or greater as of February 15th, 2024. These PHAs will be offered any revoked EHV awards from PHAs in their state. In states where there are multiple PHAs with at least 75 percent or greater utilization, the revoked EHV awards will be reallocated on a prorate basis according to the number of EHV awards the PHAs have reported leased as of February 15th, 2024. The minimum award amount will be 5 vouchers. PHAs below this amount in the prorate formula will be excluded.
- b. If HUD cannot identify any PHAs in a state with 75 percent or greater utilization as of February 15th, 2024, or if the eligible PHAs do not want to accept the reallocation awards, HUD will reallocate the award nationally according to the formula outlined in Notice PIH 2022-06 however, this Notice is modifying the PHA EHV utilization requirement to 75% to receive reallocation vouchers.

PIH will issue a short memorandum describing the revoke and reallocation to the PHAs. The reallocation will be final upon receipt of the amended ACC for the reallocated voucher(s).

6. Revised Section 4 of Notice PIH 2022-06 – Change in Reallocation Formula for Voluntarily Returned EHV Awards

PHAs may voluntarily return some or all of their award in accordance with section 3 of Notice PIH 2022-06, Emergency Housing Vouchers – Reallocation of Awards. The first step in this process is to contact HUD with your intention via EHV@hud.gov.

In an effort to keep returned EHV's in the same state, HUD is amending section 4 of Notice PIH 2022-06 by revising the reallocation formula for voluntarily returned EHV's. Any EHV's that are voluntarily returned will be reallocated in accordance with section 5 of this notice.

7. Continuation of EHV Administrative Fees and Funding for Other Eligible Expenses

PHAs that accept an additional allocation of EHV's through a reallocation covered by this notice will receive the following EHV fees as described in Section 6 of Notice PIH 2021-15:

- a. **Issuance Reporting Fee.** PHAs will receive \$100 for each new incremental EHV that is leased if the PHA reported the voucher issuance data in the IMS/PIC system within 14 days of the voucher issuance date.
- b. **On-going Administrative Fee.** PHAs will receive an on-going administrative fee for the additional EHV's consistent with section 6.c. of Notice PIH 2021-15.
- c. **Service Fee.** PHAs will receive \$3,500 for each additional EHV they accept. The eligible uses of these fees will be limited to activities described in Notice PIH 2021-15.

8. EHV Technical Assistance and Resources to Support Leasing

PHAs are reminded that HUD has provided extensive technical assistance resources at www.hud.gov/ehv. There, PHAs may see their latest EHV performance data, find videos and guidance to support EHV leasing. Request for one-on-one assistance from EHV technical assistance providers can be submitted on HUD Exchange at: <https://www.hudexchange.info/program-support/technical-assistance/>.

9. No Reissuance of Turnover EHV's After September 30, 2023

PHAs are reminded that after September 30, 2023, a PHA may not reissue the EHV when assistance for an assisted family ends. For additional details see PIH Notice 2023-14.

10. Further Information

Questions concerning this notice should be submitted by email to the following HUD mailbox:
ehv@hud.gov.

A handwritten signature in blue ink that reads "Richard J. Monocchio". The signature is written in a cursive style.

Richard J. Monocchio
Principal Deputy Assistant Secretary for Public
and Indian Housing

Appendix A: PHAs potentially subject to EHV revocation.

Below is a list of all PHAs that would be potentially subject to EHV revocation according to this notice. This data is current as of October 5th, 2023.

PHA Code	PHA Name	Vouchers to be Revoked
MS030	Mississippi Regional Housing Authority No. V	10
MI006	Saginaw Housing Commission	10
TN062	Dayton Housing Authority	10
SC059	Marlboro Co Hsg & Redev Authority	10
MD014	Wicomico County Housing Authority	11
NE094	York Housing Authority	11
LA002	Housing Authority of Shreveport	12
NC050	Wadesboro Housing Authority	12
RQ006	Municipality of San Juan	12
LA074	Housing Authority of Sabine Parish	12
NC018	Housing Authority of the Town of Laurinburg	13
OR016	Housing Authority of Yamhill County	14
NM061	Housing Authority of San Miguel County	14
RQ044	Municipality of Guanica	14
UT016	Housing Authority of Carbon County	14
OH003	Cuyahoga Metropolitan Housing Authority	15
NJ014	Housing Authority And Urban Redevelopment Age	15
RQ018	Municipality of Cayey	16
OH004	Cincinnati Metropolitan Housing Authority	17
AR181	Fayetteville Housing Authority	19
MO004	Housing Authority of St. Louis County	21
NV001	City of Reno Housing Authority	23
CA111	Housing Authority of the City of Santa Monica	24
FL045	Housing Authority of the City of Stuart	25
NC013	The Housing Authority of the City of Durham	26
OR031	Josephine Housing Community Development Council	27
CA114	Housing Authority of the City of Glendale	28
NJ013	Passaic Housing Authority	28
CA144	Lake County Housing Commission	29
CA108	Housing Authority of the County of San Diego	33
IA020	Des Moines Municipal Housing Agency	43
CA151	Comm Service Dept El Dorado County	47
FL104	Pasco County Housing Authority	48
MA901	Department of Housing & Community Development	88
TX901	Texas Department of Housing & Community Affairs	100
FL004	Orlando Housing Authority	137
TN903	Tennessee Housing Development Agency	142
GA901	Georgia Residential Finance	314