Housing Authority
of the
City of Alameda

PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711

701 Atlantic Avenue • Alameda, California 94501-2161

AGENDA **REGULAR MEETING OF THE BOARD OF COMMISSIONERS**
DATE & TIME **Wednesday, November 18, 2026 - 7:00 PM**

LOCATION
Independence Plaza, 703 Atlantic Avenue, Alameda - Ruth Rambeau Memorial Community Room

PUBLIC PARTICIPATION Public access to this meeting is available as follows:

To Attend In-Person -
Independence Plaza, 703 Atlantic Avenue, Alameda - Ruth Rambeau Memorial Community Room

Join Zoom Meeting
https://us06web.zoom.us/j/85229497654?pwd=ERF4c2daq8Agm7t8SwqaXfix0iHEve.1

Meeting ID: 852 2949 7654
Passcode: 141405

Persons wishing to address the Board of Commissioners are asked to submit comments for the public comment period of the Agenda as follows:

- Send an email with your comment(s) to jpolar@alamedahsg.org and hainfo@alamedahsg.org prior to or during the Board of Commissioners meeting.
- Call and leave a message at (510) 871-7435, TTY/TRS: 711.
- Complete a speaker card in the meeting room on the day of the meeting.

Written comments may also be submitted via US Mail to:
Attn: Clerk of the Board
Housing Authority of the City of Alameda
701 Atlantic Avenue
Alameda, CA 94501

Written comments received by the Housing Authority prior to 12 Noon on the day of the meeting will be posted on the Housing Authority's website and presented at the meeting during the public comment period. Written comments received by the Housing Authority after 12 Noon, but prior to the meeting start time, will only be presented during the

public comment period. Please mark any submission as "Public Comment" and indicate which agenda item they relate to.

The public comment period is limited to three minutes per speaker.

Persons in need of special assistance to participate in the meetings of the Housing Authority of the City of Alameda Board of Commissioners, please contact (510) 747-4325 (voice), TTY/TRS: 711, or jpolar@alamedahsg.org. Notification 48 hours prior to the meeting will enable the Housing Authority of the City of Alameda Board of Commissioners to make reasonable arrangements to ensure accessibility or language assistance.

PLEDGE OF ALLEGIANCE

1. ROLL CALL
2. REMOTE PARTICIPATION PURSUANT TO RALPH M. BROWN ACT (Government Code Section 54950 et seq.) ("Brown Act") : The Chair will identify whether any Commissioners are attending the meeting via teleconference pursuant to the Brown Act.
3. COMMISSIONER RECUSALS
4. Motion to Accept the Order of the Board of Commissioners Agenda for the November 18, 2026 Meeting.
5. Public Comment (Non-Agenda)
6. CONSENT CALENDER
   Consent Calendar items are considered routine and will be approved or accepted by one motion unless a request for removal for discussion or explanation is received from the Board of Commissioners or a member of the public.

6.A. Approve Minutes of the Special Board of Commissioners Meeting held on September 16, 2026, and Special and Regular Board of Commissioners Meetings held on October 21, 2026. Page 4

6.B. Approve the 2026 Third Quarter Write-off of Uncollectible Accounts Receivable from Former Residents. Page18

6.C. Accept the Quarterly Investment Report for the Period Ending September 30, 2026. Page 21

6.D. Adopt a Resolution to Approve the Third Amendment to the Consultant Services Agreement between the Housing Authority of the City of Alameda (AHA) and Quadel Consulting & Training LLC for Recertification and File Review Services, Increasing the Contract Amount by $1,100,000 for a New Total Contract Amount Not to Exceed $2,000,000 Over the Total Term, Including Extensions, and Authorize the Executive Director to Negotiate and Execute Said Amendment.Page 37

6.E. Adopt a Resolution to Approve Multiple Contracts which Individually or as a Total Exceed $250,000 for Fire and Flood Repair Services at Independence Plaza

until the Next Available Board of Commissioners Meeting; Authorize the Executive Director (or Designee) to Negotiate and Execute Said Multiple Contracts; and Direct the Executive Director (or Designee) to Report Back on Executed Contracts, if any, to the Board of Commissioners No Later Than the Next Available Board of Commissioners Meeting. Page 43

6.F. Adopt the Resolution delegating authority to the Executive Director, or his or her designee, to negotiate and settle claims up to $50,000. Page 48

6.G. Adopt the proposed revised meeting schedule for 2027 for the Housing Authority of the City of Alameda (AHA) Board of Commissioners and the Alameda Affordable Housing Corporation (AAHC) Board of Directors. Page 54

6.H. Approve the Proposed 2027 Out-of-State conference attendance and travel for Staff and Commissioners. Page 57

6.I. Approve the 2026-2027 Goals for the Executive Director. Page 60

7. AGENDA

7.A. Accept a presentation on Department of Housing and Urban Development (HUD) Budget Authority and related expenditure for 2026 and 2027 and provide direction to staff regarding level of reserves desired for a potential project based voucher competition in 2027. Page 62

7.B. Adopt the Resolution to: 1) Adopt the Corresponding Pay Schedule and Salary Schedule to be effective November 19, 2026; and 2) Adopt the updated Schedule of Authorized Positions. Page 160

8. ORAL COMMUNICATIONS, Non-Agenda (Public Comment)

9. WRITTEN COMMUNICATIONS

10. EXECUTIVE DIRECTOR'S COMMUNICATIONS

11. COMMISSIONER COMMUNICATIONS, (Communications from the Commissioners)

12. ADJOURNMENT

* * * Note * * *

- Documents related to this agenda are available on-line at: https://www.alamedahsg.org/meetings/
- Know Your RIGHTS Under The Ralph M. Brown Act: Government's duty is to serve the public, reaching its decisions in full view of the public. The Board of Commissioners exists to conduct the business of its constituents. Deliberations are conducted before the people and are open for the people's review, subject to limited statutory exceptions. In order to assist the Housing Authority's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based

products. Please help the Housing Authority accommodate these individuals.

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DRAFT MINUTES
SPECIAL MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, September 16, 2026

1. ROLL CALL

Chair Grob called the meeting to order at 6:08 p.m.

Present: Chair Grob, Vice-Chair Sidelnikov, Commissioner Decoy, Commissioner Husby, and Commissioner Johnson

General Counsel: Adrian Guerra, Aleshire & Wynder LLP

Absent: Commissioner Kaufman and Commissioner Tamaoki

2. REMOTE PARTICIPATION PURSUANT TO RALPH M. BROWN ACT (Government Code Section 54950 et seq.) ("Brown Act") : The Chair will identify whether any Commissioners are attending the meeting via teleconference pursuant to the Brown Act.

Chair Grob confirmed there were no Commissioners attending the meeting via teleconference.

3. COMMISSIONER RECUSALS

None.

4. Public Comment (Closed Session Item(s))

None.

5. Closed Session - 6:00 p.m. - Adjournment to Closed Session to Consider:

Chair Grob adjourned to Closed Session, to consider agenda items 5.A, 5.B, 5.C, & 5.D, at 6:10 p.m.
Adrian Guerra, General Counsel, read in to record the captions of items 5.A, 5.B, 5.C, and 5.D.

5.A. Conference with Legal Counsel – Existing Litigation
Pursuant to Government Code Sections 54954.5(c), 54956.9(d)(1)

Name of Case: Abdullah Alocozy v. Housing Authority of the City of Alameda, et. al.
Case Number: 26CV174284

Alameda Affordable Housing Corporation and Island City Development and affiliates are named as Real Parties in Interest in this Litigation.

5.B. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant Exposure to Litigation
[Pursuant to Government Code sections 54954.5(c), 54956.9 (d)(3), (e)(1)]

Based on existing facts and circumstances, this closed session is only to decide whether a closed session is authorized pursuant to Government Code section 54956.9(d)(2), which provides: "A point has been reached where, in the opinion of the legislative body of the local agency on the advice of its legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the local agency." Facts and circumstances are those that might result in litigation against the local agency but which the local agency believes are not yet known to a potential plaintiff or plaintiffs, which facts and circumstances need not be disclosed.

Number of cases: 1

5.C. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Initiation of Litigation
[Pursuant to Government Code sections 54954.5, 54956.9 (d)(4)]

Number of Cases: One

5.D. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
[Pursuant to California Government Code Section 54957(b)(1)]

Title of Position: Executive Director

6. Adjournment of Closed Session

Chair Grob adjourned Closed Session at 7:07 p.m.

7. RECONVENE REGULAR MEETING

N/A

8. Announcement of Action Taken in Closed Session, if any.
Chair Grob requested that General Counsel read in to record the summary of any actions that took place during Closed Session.

For item 5.A, Conference with Legal Counsel – Existing Litigation for the case Alocozy vs. Housing Authority of the City of Alameda, Mr. Guerra reported that an update was provided by General Counsel, there was discussion, and unanimous direction by the Board to accept General Counsel's recommendation as set forth in the General Counsel's closed session memorandum, and there was no recordable action.

For items 5.B and 5.C, Conference with Legal Counsel — Anticipated Litigation Significant Exposure to Litigation for one case, Mr. Guerra reported that information was provided by General Counsel, outside counsel, and the Housing Authority of the City of Alameda (AHA) staff to the Board, there was discussion, questions and answer, and the Board gave direction to follow up with additional information, and there was no recordable action for items 5.B & 5.C

For item 5.D, Public Employee Performance Evaluation for the position of Executive Director, Mr. Guerra reported that the performance evaluation process was conducted and completed. The Board unanimously approved the written performance evaluation for the Executive Director, and shared and discussed with the Executive Director, beyond that, there was no recordable action.

9. Public Comment (Non-Agenda)

None. There was no person in the audience desiring to speak during public comment.

10. ADJOURNMENT

Chair Grob adjourned the meeting at 7:09 p.m.

_____
Vanessa M. Cooper
Secretary and Executive Director

_____
Carly Grob, Chair
Board of Commissioners

_____
Adrian Guerra,
General Counsel, Aleshire & Wynder, LLP
Reviewed for form

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DRAFT MINUTES
SPECIAL MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, October 21, 2026

1. ROLL CALL

Chair Sidelnikov called the meeting to order at 6:32 p.m.

Present: Chair Sidelnikov, Commissioner Decoy, Commissioner Johnson, Commissioner Johnson, and Commissioner Tamaoki

General Counsel: Adrian Guerra, Aleshire & Wynder LLP

Absent: Commissioner Grob, Commissioner Husby, and Commissioner Kaufman

2. REMOTE PARTICIPATION PURSUANT TO RALPH M. BROWN ACT (Government Code Section 54950 et seq.) ("Brown Act") : The Chair will identify whether any Directors are attending the meeting via teleconference pursuant to the Brown Act.

Chair Sidelnikov confirmed there were no Commissioners attending the meeting via teleconference.

3. COMMISSIONER RECUSALS

None.

4. Public Comment (Non-Agenda)

None. There was no person in the in-person or remote audience desiring to speak during public comment.

5. Closed Session - 6:30 p.m. - Adjournment to Closed Session to Consider:

Chair Sidelnikov adjourned to Closed Session at 6:37 p.m.

Adrian Guerra, General Counsel, read in to record the caption of item 5.A.

5.A. **Conference with Legal Counsel – Existing Litigation**
Pursuant to Government Code Sections 54954.5(c), 54956.9(d)(1)

Name of Case: Abdullah Alocozy v. Housing Authority of the City of Alameda, et. al.
Case Number: 26CV174284

Alameda Affordable Housing Corporation and Island City Development and affiliates are named as Real Parties in Interest in this Litigation.

6. Adjournment of Closed Session

Chair Sidelnikov adjourned Closed Session at 7 p.m.

7. Announcement of Action Taken in Closed Session, if any.

Adrian Guerra, General Counsel, reported that for item 5.A Conference with Legal Counsel – Existing Litigation for the case Alocozy vs. Housing Authority of the City of Alameda, Mr. Guerra reported that an update was provided by General Counsel, there was discussion, and direction provided to General Counsel; however, there was no reportable action.

8. Public Comment (Non-Agenda)

None. There was no person in the in-person or remote audience desiring to speak during public comment.

9. ADJOURNMENT

Chair Sidelnikov adjourned the meeting at 7:04 p.m.

_____
Vanessa M. Cooper
Secretary and Executive Director

_____
Vadim Sidelnikov, Chair
Board of Commissioners

_____
Adrian Guerra,
General Counsel, Aleshire & Wynder, LLP
Reviewed for form

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DRAFT MINUTES
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
Wednesday, October 21, 2026

PLEDGE OF ALLEGIANCE

Chair Sidelnikov called the meeting to order at 7:01 p.m.

1. ROLL CALL

Present: Chair Sidelnikov, Commissioner Decoy, Commissioner Johnson, and Commissioner Tamaoki

General Counsel: Adrian Guerra, Aleshire & Wynder LLP

Absent: Commissioner Grob, Commissioner Husby, and Commissioner Kaufman

2. REMOTE PARTICIPATION PURSUANT TO RALPH M. BROWN ACT (Government Code Section 54950 et seq.) ("Brown Act") : The Chair will identify whether any Commissioners are attending the meeting via teleconference pursuant to the Brown Act.

Chair Sidelnikov confirmed there were no Commissioners attending the meeting via teleconference.

3. COMMISSIONER RECUSALS

None.

4. Motion to Accept the Order of the Board of Commissioners Agenda for the October 21, 2026 Meeting.

Chair Sidelnikov moved to accept the order of the Board of Commissioners Agenda for the October 21, 2026 Meeting, and Commissioner Johnson seconded. The motion passed unanimously.

5. Public Comment (Non-Agenda)

In-Person Public Comment:

Laverne Buffet, tenant, shared concerns regarding the Housing Authority of the City of Alameda's processing of Reasonable Accommodation Requests.

6. CONSENT CALENDER

Consent Calendar items are considered routine and will be approved or accepted by one motion unless a request for removal for discussion or explanation is received from the Board of Commissioners or a member of the public.

6.A. Approve Minutes of the Regular Board of Commissioners Meetings held on August 19, 2026 and September 16, 2026.

6.B. Accept the Monthly Overview Report for the Housing Programs Department Covering Program Statistics, Updates and Department Activities.

6.C. Accept the Monthly Overview Report for the Housing Development Department Regarding Project Pre-Development and Funding, Construction Activities, and Departmental Updates.

6.D. Accept the Monthly Overview Report for Vacancies, Rent Collections, and Housing Operations from the Property Operations Department.

6.E. Adopt a Resolution to Approve the 2027 Housing Authority of the City of Alameda Operations (Holiday and Office Closure) Calendar.

6.F. Adopt the Resolution to adopt an additional Internal Revenue Code 457(b) Retirement Plan with CalPERS allowing both pre-and post-tax contributions effective January 1, 2027.

6.G. Adopt the Resolution to ratify changes enacted July 7, 2022 to the Internal Revenue Code 457(b) Plan with Mission Square to allow for post-tax contributions and changes enacted August 1, 2024 to the Internal Revenue Code 457(b) Retirement Plan with Mission Square to allow for deferral of vacation pay.

6.H. Adopt a Resolution Authorizing the Executive Director to Establish Restricted Replacement Reserves for the Housing Authority of the City of Alameda (AHA) and Alameda Affordable Housing Corporation (AAHC).

6.I. Adopt a Resolution Approving a Fourth Amendment to the Agreement Between the Housing Authority of the City of Alameda and Rincon Consultants, Inc. for Environmental Consulting Services to Extend the Term By One-Year, Authorize the Executive Director to Amend the Scope of Work with Additional Services, Update the Insurance Requirements, and Authorize the Executive Director to Negotiate and Execute the Fourth Amendment.

6.J. Adopt a Resolution Approving a Consultant Services Agreement between the Housing Authority of the City of Alameda and Downs Pham & Kuei LLP for Low Income Housing Tax Credit legal services at Poplar with a maximum contract

amount not to exceed $150,000, for a two-year term, with an option to extend up to five years, and Authorizing the Executive Director to Negotiate and Execute Said Agreement.

6.K. Adopt a Resolution to approve a 3-year Consultant Services Agreement between the Housing Authority of the City of Alameda and Life Skills Training and Educational Programs Inc. (LifeSTEPS) for Social Services and other related services with a maximum not to exceed contract amount of $480,000, and Authorizing the Executive Director to Negotiate and Execute Said Agreement.

6.L. Adopt a Resolution Approving a 3-year Contracting Services Agreement between the Housing Authority of the City of Alameda and Aiden's Quality Painting Inc. for turnover painting services of vacant residential units with a maximum contract amount not to exceed $150,000, and Authorizing the Executive Director to Negotiate and Execute Said Agreement.

6.M. Adopt a Resolution Approving a 3-year Agreement between the Housing Authority of the City of Alameda and Lorraine's Janitorial Services, LLC for Turnover Carpet Cleaning services with a maximum contract amount not to exceed $50,000, and Authorizing the Executive Director to Negotiate and Execute Said Agreement.

6.N. Adopt a Resolution Approving a 3-year Agreement between the Housing Authority of the City of Alameda and Lorraine's Janitorial Services, LLC for Turnover Cleaning services with a maximum contract amount not to exceed $50,000, and Authorizing the Executive Director to Negotiate and Execute Said Agreement.

6.O. Adopt a Resolution Approving a 3-Year Lease Service Agreement Between the Housing Authority of the City of Alameda and WASH Multifamily Laundry Systems to Provide Leased, Commercial-Grade Laundry Equipment and Full-Service Maintenance and Repair Support at Lincoln House - 745 Lincoln ave, Sherman House - 1416 Sherman St, and Independence Plaza - 703 Atlantic Ave., and Authorizing the Executive Director to Negotiate and Execute Said Agreement.

6.P. Adopt a Resolution Approving a 3-year Consultant Services Agreement between the Housing Authority of the City of Alameda and Rows and Columns, LLC for Financial Consultant services with a maximum contract not to exceed amount of $250,000 for a three-year term, with two 1-year options, and Authorizing the Executive Director to Negotiate and Execute said Agreement.

6.Q. Adopt a Resolution to Accept a report on insurance coverages and to approve and ratify payments of insurance premiums of $643,220.31 for calendar year 2026 to the Housing Authorities Risk Retention Pool and its affiliates Affordable Housing Risk Pool and ORWACA Agency Insurance Services, LLC.

6.R. Adopt a Resolution to Approve an Amendment to the Contract with Donny Chu Construction, Inc. for Fire and Flood Repair Services at Independence Plaza To Increase the Contract by a Not to Exceed amount of $150,613.92; Approve an Updated Contingency of up to $160,558.78 for a Total Not to Exceed Amount of

$1,214,897.88; Change the Scope of Work to Include Additional Services to Utilize Contingency as Needed and Authorize the Executive Director (or Designee) to Negotiate and Execute Said Amendment and also Negotiate and Execute Multiple Contracts until the Next Available Board of Commissioners Meeting which Individually or as a Total Exceed $250,000 for Fire and Flood Repair Services at Independence Plaza, if Needed; Direct the Executive Director (or Designee) to Report Back on Executed Contracts, if any, to the Board of Commissioners No Later Than the Next Available Board of Commissioners Meeting.

6.S. Adopt a Resolution Approving a First Amendment to the Consultant Services Agreement Between The Housing Authority Of The City Of Alameda And Scott-Miller Consulting For Inspection Services To Increase The Maximum Not To Exceed Contract Amount To $500,000, And Authorizing The Executive Director To Negotiate And Execute Said Amendment.

Public Comment on Consent Calendar Items: None.

Chair Sidelnikov moved to approve the Consent Calendar items, and Commissioner Tamaoki seconded. The motion passed unanimously.

Yes	4	Chair Sidelnikov, Commissioner Decoy, Commissioner Johnson, and Commissioner Tamaoki
No	0	
Abstentions	0	

7. AGENDA

7.A. Accept a report on waivers and other regulatory options to facilitate future issuance of project-based vouchers and provide direction as necessary to staff.

Tonya Schuler-Cummins, Senior Programs Director, provided a presentation that summarized a report on three potential waivers and other regulatory options to facilitate future issuance of project-based vouchers and the request for the Board to provide direction as necessary to staff.

Public Comment: None.

Commissioner Tamaoki inquired as to whether a waiver would need to have been approved to select an application for the Stardust Gardens project. Ms. Schuler-Cummins confirmed that a waiver would have to be approved to select the application. However, staff is requesting Board approval to begin the due diligence review of the application now to save time later if a waiver is approved. Ms. Schuler-Cummins clarified that if HUD approves potential waiver one, the Housing Authority of the City of Alameda (AHA) could move ahead with issuing a budget-neutral proportion of the 25 Alameda Point Collaborative

(APC) PBV's; however, this will not satisfy APC's request for 30 PBVs. If HUD were to approve potential waivers two and three, this combination could possibly resolve the budgetary and competition issues but only together. Staff is planning on submitting all three potential waivers to HUD for consideration. Vanessa Cooper, Executive Director, explained that AHA is taking a mix and match approach in the submittal of the potential waivers to get as close as possible to fully satisfying the request of APC.

Commissioner Tamaoki requested clarification on the expected timelines of obtaining HUD approval of the potential waivers. Ms. Schuler-Cummins stated that AHA hopes to receive approval of any MTW waiver before July 1st, however, HUD has 75 days to review the Annual Plan with waivers. Regulatory waivers final approval is dependent upon the field office capability to process the applications. MTW waivers must be sent to all five HUD offices, so the processing takes longer than the regulatory waiver which can be submitted to the field office. Ms. Cooper stated that AHA has reached out to HUD for a meeting to try to identify ways AHA can streamline the waiver requests for the most expeditious processing. As of the preparation of this memo, a meeting has not yet been confirmed.

Regarding the deadline for RESHAP to submit its construction application, the City has made a commitment to close the gap for the tax credit application. The need for vouchers now is a result of the City's need to free up the $25 million committed to the Stardust project to address other projects at the base. It is AHA's understanding that RESHAP can close without the vouchers. The award for tax credits and bonds is anticipated to be issued in December, and it looks likely that Stardust Gardens will receive funding. In an ideal scenario, RESHAP would like an AHAP, which is the contract for the PBV vouchers, issued in May. As the City would like not to have to use their committed money, they are requesting that AHA have a clear path to vouchers identified by early December. However, AHA does not expect to receive HUD's decision on the proposed MTW waivers until at least July.

Chair Sidelnikov inquired as to when AHA will submit the proposed waivers to HUD. Staff stated that AHA expects to submit the regulatory waiver application during the week of November 8th if HUD does not direct otherwise. Chair Sidelnikov requested that where possible, AHA obtain a written record of HUD direction. Ms. Schuler-Cummins clarified that if AHA does not receive a HUD response to its proposed regulatory waiver, AHA will include waivers in the MTW piece of the Annual Plan and will do a revision of the he Five-Year Plan to also include required elements.

Chair Sidelnikov requested clarity on the "application process" timeline as referred to on the "Other Issues" slide of the presentation. Ms. Schuler-Cummins stated that typically, applications received by AHA are reviewed by both internal and external committees. However, in this case, the application would most likely be reviewed by an internal committee to start with. Ms.

Cooper stated that application process referred to in the presentation will not go through the same process as most applications because this is not a competitive application. AHA is attempting to reduce additional delay to a potential future award to Stardust Gardens through either amending the 5-Year Plan simultaneously with the Annual Plan. By having RESHAP start the application process now, AHA has needed information to provide justification for the waiver and this would streamline the application process later if the waivers are approved.

The Board and staff held in depth discussion regarding the presented waiver options, the possibility of combining waiver options, and the possibility of expanding waiver option one to all 30 units and waiver three to include utilization of the City subsidy after year one or other periods if required by HUD. The Board finally settled on expanding the three waiver requests to include hybrid options in order to increase the likelihood of gaining approval without increasing the likelihood of a rejection because a waiver is overly broad.

Chair Sidelnikov moved to accept the report on waivers and other regulatory options to facilitate further issuance of project-based vouchers; direct staff to submit a final regulatory waiver letter and/or MTW waiver requests to address the RESHAP need for vouchers, without returning to the Board, unless direction from HUD indicates otherwise and subject to timely receipt of information from outside parties including to expand the waiver options to the hybrid options discussed earlier in the meeting and those offered in the packet; direct staff to include any applicable MTW activities in the draft MTW Expansion Plan; as soon as federal funding availability for 2027 can be confirmed, request to schedule a Special Meeting to request the Board approval to open a competition for new PBV if needed; and to proceed with preparing the application for non-competitive process for completion by Stardust Gardens.

Commissioner Decoy Seconded. The motion passed unanimously.

Yes	4	Chair Sidelnikov, Commissioner Decoy, Commissioner Johnson, and Commissioner Tamaoki
No	0	
Abstentions	0	

Prior to proceeding with item 7.B, Chair Sidelnikov provided Ms. Buffet the opportunity to leave her Reasonable Accommodation Form with Ms. Cooper. Ms. Cooper took a picture of Ms. Buffet's Reasonable Accommodation Form.

7.B. Accept a presentation on Green Stormwater Treatment Drains located at Everett and Eagle, LP (Everett Commons), Sherman and Buena Vista, LP (Littlejohn Commons), Constitution and Eagle, LP (Rosefield Village), Lakehurst and Mosley, LP (Estuary I), Mabuhay and Lakehurst, LP (Linnet Corner).

Chenesa Guevara, Management Analyst, provided a presentation that summarized the report on Green Stormwater Treatment Drains located at Everett and Eagle, LP (Everett Commons), Sherman and Buena Vista, LP (Littlejohn Commons), Constitution and Eagle, LP (Rosefield Village), Lakehurst and Mosley, LP (Estuary I), Mabuhay and Lakehurst, LP (Linnet Corner).

Public Comment: None.

Chair Sidelnikov inquired as to whether inspections are performed throughout storm season, in addition to the pre and post storm inspections, and whether there is a process in place for tenants to notify either property management or AHA of concerns or needed repairs. Ms. Guevara stated that inspections will be performed after each storm to ensure the integrity of the systems. Ms. Cooper stated emergency maintenance requests can be submitted through the 24-hour answering service or reported directly to the property manager. As the landowner, over the past two to three years, AHA has significantly upgraded the stormwater systems on many of the sites to do its part in protecting the bay.

7.C. Accept Updates on the 2026-2030 Strategic Plan.

Joshua Altieri, Community Programs and Communication Manager, provided a presentation that summarized the 2026-2030 Strategic Plan, the strategic planning process, and strategic goals one through four.

Public Comment: None.

7.D. Elect a Vice Chair of the Board of Commissioners for 2026-27.

Ms. Cooper stated that during the September meeting the Board elected Commissioner Sidelnikov as Chair and tentatively nominated Commissioner Tamaoki for the position of Vice Chair. Commissioner Grob has indicated that, if called upon, she would serve as Vice Chair. Staff is requesting open nominations, and possibly an acceptance by Commissioner Tamaoki, for the position of Vice Chair.

Public Comment: None.

Commissioner Tamaoki accepted the nomination of Vice Chair.

Chair Sidelnikov moved to elect Kenji Tamaoki to serve as Vice Chair of the Board of Commissioners for 2026-27, and Commissioner Johnson seconded. The motion passed unanimously.

Yes 4 Chair Sidelnikov, Commissioner Decoy,

Commissioner Johnson, and Commissioner Tamaoki

No 0

Abstentions 0

8. ORAL COMMUNICATIONS, Non-Agenda (Public Comment)

None. There was no person in the in-person or remote audience desiring to speak during public comment.

9. WRITTEN COMMUNICATIONS

Ms. Cooper stated that a letter was sent to the City in response to the Public Comment provided during the last Board meeting.

10. EXECUTIVE DIRECTOR'S COMMUNICATIONS

Ms. Cooper announced that AHA received an award from NAHRO for the North Housing, Estuary I and Linnet Corner projects.

Ms. Cooper introduced Tamisha Smith, Program Assistant, who provided a brief overview of her tenure with AHA, and Dillon McGregor, Management Analyst, who provided a brief overview of her professional background.

Ms. Cooper provided an overview of tenant and agency activities that have taken place since the last meeting and stated that staff expects to bring a proposal to the Board in October to amend the Board Meeting start time to 6 p.m., rather than 7 p.m., to increase tenant accessibility.

11. COMMISSIONER COMMUNICATIONS, (Communications from the Commissioners)

Chair Sidelnikov reminded meeting attendees of the opportunity to vote in the upcoming elections and stated that he, former Board Chair Grob, and Ms. Cooper attended the City Council Meeting held on September 1st and provided public comment on the Stardust project.

12. ADJOURNMENT

Chair Sidelnikov adjourned the meeting at 8 p.m.

_____
Vanessa M. Cooper
Secretary and Executive Director

_____
Vadim Sidelnikov, Chair
Board of Commissioners

_____
Adrian Guerra,
General Counsel, Aleshire & Wynder, LLP
Reviewed for form

Housing Authority
of the
City of Alameda

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701 Atlantic Avenue • Alameda, California 94501-2161

To: Honorable Chair and Members of the Board of Commissioners

From: Nancy Gerardin, Director of Property Operations

Date: November 18, 2026

Re: Approve the 2026 Third Quarter Write-off of Uncollectible Accounts Receivable from Former Residents.
6.B.

BACKGROUND

Periodically, the Housing Authority of the City of Alameda (AHA) or its affiliates, Alameda Affordable Housing Corporation (AAHC) and Island City Development (ICD), write-off uncollectible rent and miscellaneous charges from its resident ledgers. The term "write-off" indicates a procedure where past-due amounts from residents who are no longer residents in an AHA, AAHC, or ICD community, are removed from the resident ledgers after the usual means of collection have been exhausted. This procedure does not preclude the AHA, AAHC, or ICD from continuing to pursue collection through a collection agency or other legal actions. Future collection of amounts previously written-off will reduce these expenses.

DISCUSSION

This request is to write-off accounts receivable for residents who have voluntarily vacated, passed, or were evicted and had outstanding balances due to the AAHC, the AHA, and ICD. A final notice will be sent to the respective resident(s) before the outstanding balance is written off. The total amount to be written off is $30,175 and presented in the attachment to this memorandum. This amount is a combination of past rents due, late fees, damages, and miscellaneous maintenance charges.

FISCAL IMPACT

This resident account write-off will result in an expense tenant rent to AAHC of $9,995 and ICD of $20,180.

CEQA

N/A

RECOMMENDATION

Approve the 2026 Third Quarter Write-off of Uncollectible Accounts Receivable from Former Residents.

ATTACHMENTS

1. AAHC, AHA, and ICD Bad Debt

Respectfully submitted,



Nancy Gerardin, Director of Property Operations

Legal Entity	Property Name	Reason for Move Out	Move Out Date	Amount of Bad Debt per reconciliation
AAHC	Esperanza Apartments	Voluntary Notice to Vacate	06.30.2026	$278.75
AAHC	Esperanza Apartments	Eviction	09.29.2026	$6,834.00
AAHC	Parrot Village	Relocating	04.30.2026	$189.27
AAHC	Parrot Village	Relocating	05.05.2026	$192.91
AAHC	China Clipper	Eviction	01.07.2026	$2,500.00
			TOTAL AAHC	**$9,994.93**
ICD	Estuary I	Death	10.16.2026	$22.00
ICD	Estuary I	Eviction	06.16.2026	$1,261.00
ICD	Linnet Corner	Former Employee	10.08.2026	$299.95
ICD	Linnet Corner	Eviction	07.28.2026	$4,999.72
ICD	Everett Commons	Death	06.08.2026	$117.00
ICD	Rosefield Village	Eviction	08.05.2026	$11,271.11
ICD	Rosefield Village	Relocation	10.01.2026	$1,208.86
ICD	Rosefield Village	Voluntary Notice to Vacate	05.31.2026	$655.71
ICD	Rosefield Village	Voluntary Notice to Vacate	08.27.2025	$345.00
			TOTAL ICD	**$20,180.35**
			TOTAL AHA	**$0.00**
			TOTAL	**$30,175.28**

ENTITY	Q2 2026 Bad Debt	Q1 2026 Bad Debt	Q4 2025 Bad Debt	Q3 2025 Bad Debt
AAHC	$12,862.85	$78,335.74	$40,312.00	$43,777.10
ICD	$27,243.00	$57,189.96	$516.00	$72,783.97
AHA	$8,148.27	$680.00	$0.00	$0.00
	$48,254.12	**$136,205.70**	**$40,828.00**	**$116,561.07**

Housing Authority
of the
City of Alameda

PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711

701 Atlantic Avenue • Alameda, California 94501-2161

To: Honorable Chair and Members of the Board of Commissioners

From: Janet Lee, Asst. Director of Finance

Date: November 18, 2026

Re: Accept the Quarterly Investment Report for the Period Ending September 30, 2026.
6.C.

BACKGROUND

California Government Code Sections 53600 and 53646 require that the Housing Authority Finance Director/Chief Financial Officer file a quarterly report with the Board of Commissioners on the status of all investments. The Housing Authority of the City of Alameda (AHA) Staff and Board use these reports to review the financial reserves of the agency.

AHA has multiple investment funds including Local Area Investment Fund (LAIF) funds that are on demand and can be used for immediate needs. Interest is posted quarterly to the account by LAIF and the 3 months of interest from July 2026 through September 2026 earned will be presented in the October 2026 LAIF statement. California Asset Management Program (CAMP) funds are on-demand and can be used for immediate needs. Interest is posted monthly to the account by CAMP.

Although AHA investment accounts in LAIF and CAMP earn higher interest than conventional bank accounts (approximately 4% versus less than 1%, respectively), HUD requires maintaining certain cash in FDIC-insured accounts and/or banking institutions that collateralize public funds with securities. For example, the HUD mandated replacement reserve for Independence Plaza for the Restore-Rebuild transaction is held at AHA's FDIC-insured bank with securities collateralization. Staff are actively managing and rebalancing cash holdings to optimize returns on these conservative investments and manage daily operating cash flow, while remaining compliant with HUD requirements and the AHA's Investment Policy.

DISCUSSION

The quarter-end report reflects the investment of AHA and affiliates. This memorandum includes the Housing Authority of the City of Alameda (AHA), Alameda Affordable Housing Corporation (AAHC) and Island City Development's (ICD) investments. AHA

and affiliates investments are covered by the provisions of AHA's Investment Policy that is approved annually by the Board of Commissioners.

FISCAL IMPACT

Investment changes for the quarter ending September 30, 2026 are:

Activity	AHA-LAIF	AHA-CAMP	AAHC-CAMP	ICD-CAMP
Beginning Balance - June 30, 2026 (rounded)	$13,461,469	$ 8,020,326	$ 728,690	$588,106
Interest Income	131,408	36,847	7,028	5,673
Withdrawals	(4,200,000)	(4,200,000)	0	0
Ending Balance - September 30, 2026 (rounded)	**$ 9,392,876**	**$ 3,857,173**	**$ 735,718**	**$ 593,779**

AHA's ordinary expenditure requirements for the next six months are more than sufficiently covered by two sources, namely: (1) anticipated revenues, grants, and subsidies (assuming continued federal funding over the next 6 months are at a similar level to the prior 6 months), and (2) liquidity of current investments. All investment actions executed since the last report have been made in full compliance with the Investment Policy. The revised Investment Policy was approved by the Board of Commissioners in January 2026. The next revision of the Investment Policy will be approved by the Board in January 2027. The Executive Director and Chief Financial Officer will maintain a complete and timely record of all investment transactions.

Please note that a substantial amount of the liquidity was created by leverage, and there are some repayment/refinancing events in the next several years that will come from these LAIF and CAMP funds. In July 2026, AHA staff withdrew $8.4 million from CAMP and LAIF for the payoff of the Parrot Village and Eagle Village loan to PNC Bank. For The Poplar, approximately $2.6 million of the funds unspent currently invested in CAMP above must be repaid by January 2028 to Capital Impact (aka Community Housing Fund).

In October 2026, the AHA and AAHC Boards approved the creation of a restricted replacement reserve in the amount of $9,000,000. The actual funded amount will be presented in the next quarterly investment report for the period ending December 31, 2026.

CEQA

Not applicable.

RECOMMENDATION

Accept the Quarterly Investment Report for the Period Ending September 30, 2026.

ATTACHMENTS

1. AHA Sept 2026
2. AAHC Sept 2026
3. ICD Sept 2026
4. September 2026 LAIF Statement

Respectfully submitted,

Janet Lee, Asst. Director of Finance

Attachment #01

Customer Service
PO Box 11813
Harrisburg, PA 17108-1813

ACCOUNT STATEMENT

Housing Authority of the City of Alameda (AHA)

For the Month Ending
September 30, 2026

Client Management Team

Monique Spyke
Managing Director
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spykem@pfmam.com

Rachael Miller
Client Consultant
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Housing Authority of the City of Alameda (AHA)

Important Messages

CAMP will be closed on 10/12/2026 for Columbus Day.
CAMP will be closed on 11/11/2026 for Veterans Day.

HOUSING AUTHORITY OF THE CITY OF ALAMEDA (AHA)
VANESSA COOPER
701 ATLANTIC AVENUE
ALAMEDA, CA 94501

Online Access www.camponline.com **Customer Service** 1-800-729-7665

Important Disclosures

This statement is for general information purposes only and is not intended to provide specific advice or recommendations. PFM Asset Management ("PFMAM") is a division of U.S. Bancorp Asset Management, Inc. ("USBAM"), a SEC-registered investment adviser. USBAM is direct subsidiary of U.S. Bank National Association ("U.S. Bank") and an indirect subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of PFMAM. PFMAM maintains a written disclosure statement of our background and business experience. If you would like to receive a copy of our current disclosure statement, please contact Service Operations at the address below.

Proxy Voting PFMAM does not normally receive proxies to vote on behalf of its clients. However, it does on occasion receive consent requests. In the event a consent request is received the portfolio manager contacts the client and then proceeds according to their instructions. PFMAM's Proxy Voting Policy is available upon request by contacting Service Operations at the address below.

Questions About an Account PFMAM's monthly statement is intended to detail our investment advisory activity as well as the activity of any accounts held by clients in pools that are managed by PFMAM. The custodian bank maintains the control of assets and executes (i.e., settles) all investment transactions. The custodian statement is the official record of security and cash holdings and transactions. PFMAM recognizes that clients may use these reports to facilitate record keeping and that the custodian bank statement and the PFMAM statement should be reconciled and differences resolved. Many custodians use a settlement date basis which may result in the need to reconcile due to a timing difference. If you do not receive a report from the custodian on at least a quarterly basis, please notify your relationship manager at your custodian and PFMAM.

Account Control PFMAM does not have the authority to withdraw funds from or deposit funds to the custodian outside the scope of services provided by PFMAM. Our clients retain responsibility for their internal accounting policies; implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

Market Value Generally, PFMAM's market prices are derived from closing bid prices as of the last business day of the month as supplied by ICE Data Services. There may be differences in the values shown for investments due to accrued but uncollected income and the use of differing valuation sources and methods. Non-negotiable FDIC-insured bank certificates of deposit are priced at par. Although PFMAM believes the prices to be reliable, the values of the securities may not represent the prices at which the securities could have been bought or sold. Explanation of the valuation methods for a registered investment company or local government investment program is contained in the appropriate fund offering documentation or information statement.

Amortized Cost The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short term securities (those with less than one year to maturity at time of issuance) is amortized on a straightline basis. Such discount or premium with respect to longer term securities is amortized using the constant yield basis.

Tax Reporting Cost data and realized gains / losses are provided for informational purposes only. Please review for accuracy and consult your tax advisor to determine the tax consequences of your security transactions. PFMAM does not report such information to the IRS or other taxing authorities and is not responsible for the accuracy of such information that may be required to be reported to federal, state or other taxing authorities.

Financial Situation In order to better serve you, PFMAM should be promptly notified of any material change in your investment objective or financial situation.

Callable Securities Securities subject to redemption prior to maturity may be redeemed in whole or in part before maturity, which could affect the yield represented.

Portfolio The securities in this portfolio, including shares of mutual funds, are not guaranteed or otherwise protected by PFMAM, the FDIC (except for certain non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested. Actual settlement values, accrued interest, and amortized cost amounts may vary for securities subject to an adjustable interest rate or subject to principal paydowns. Any changes to the values shown may be reflected within the next monthly statement's beginning values.

Rating Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

Shares of some local government investment programs and TERM funds are distributed by representatives of USBAM's affiliate, U.S. Bancorp Investments, Inc. which is registered with the SEC as a broker/dealer and is a member of the Financial Industry Regulatory Authority ("FINRA") and the Municipal Securities Rulemaking Board ("MSRB"). You may reach the FINRA by calling the FINRA Hotline at 1-800-289-9999 or at the FINRA website address https://www.finra.org/investors/investor-contacts. A brochure describing the FINRA Regulation Public Disclosure Program is also available from FINRA upon request.

Key Terms and Definitions

Dividends on local government investment program funds consist of interest earned, plus any discount ratably amortized to the date of maturity, plus all realized gains and losses on the sale of securities prior to maturity, less ratable amortization of any premium and all accrued expenses to the fund. Dividends are accrued daily and may be paid either monthly or quarterly. The monthly earnings on this statement represent the estimated dividend accrued for the month for any program that distributes earnings on a quarterly basis. There is no guarantee that the estimated amount will be paid on the actual distribution date.

Current Yield is the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical fund account with a balance of one share over the seven-day base period including the statement date, expressed as a percentage of the value of one share (normally $1.00 per share) at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by 365 and dividing the result by 7. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed.

Average maturity represents the average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. The stated maturity date of mortgage backed or callable securities are used in this statement. However the actual maturity of these securities could vary depending on the level or prepayments on the underlying mortgages or whether a callable security has or is still able to be called.

Monthly distribution yield represents the net change in the value of one share (normally $1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

YTM at Cost The yield to maturity at cost is the expected rate of return, based on the original cost, the annual interest receipts, maturity value and the time period from purchase date to maturity, stated as a percentage, on an annualized basis.

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Managed Account A portfolio of investments managed discretely by PFMAM according to the client's specific investment policy and requirements. The investments are directly owned by the client and held by the client's custodian.

Unsettled Trade A trade which has been executed however the final consummation of the security transaction and payment has not yet taken place.

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PFM Asset Management
Attn: Service Operations
213 Market Street
Harrisburg, PA 17101

NOT FDIC INSURED **NO BANK GUARANTEE** **MAY LOSE VALUE**

Account Statement - Transaction Summary

For the Month Ending **September 30, 2026**

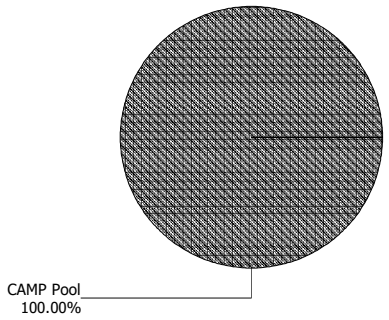
Housing Authority of the City of Alameda (AHA) - Housing Authority of the City of Alameda (AHA)

CAMP Pool	
Opening Market Value	3,844,950.95
Purchases	12,221.89
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	**$3,857,172.84**
Cash Dividends and Income	12,221.89

Asset Summary

	September 30, 2026	August 31, 2026
CAMP Pool	3,857,172.84	3,844,950.95
Total	**$3,857,172.84**	**$3,844,950.95**

Asset Allocation





Account Statement

For the Month Ending **September 30, 2026**

Housing Authority of the City of Alameda (AHA) - Housing Authority of the City of Alameda (AHA)

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
CAMP Pool					
Opening Balance					**3,844,950.95**
09/30/26	10/01/26	Accrual Income Div Reinvestment - Distributions	1.00	12,221.89	3,857,172.84
Closing Balance					**3,857,172.84**

	Month of September	Fiscal YTD July-September
Opening Balance	3,844,950.95	8,020,325.62
Purchases	12,221.89	36,847.22
Redemptions (Excl. Checks)	0.00	(4,200,000.00)
Check Disbursements	0.00	0.00
Closing Balance	**3,857,172.84**	**3,857,172.84**
Cash Dividends and Income	12,221.89	36,847.22

Closing Balance	3,857,172.84
Average Monthly Balance	3,845,358.35
Monthly Distribution Yield	3.87%

Attachment #02

Customer Service
PO Box 11813
Harrisburg, PA 17108-1813

ACCOUNT STATEMENT

Alameda Affordable Housing Corporation

For the Month Ending
September 30, 2026

Client Management Team

Rachael Miller
Client Consultant
213 Market Street
Harrisburg, PA 17101-2141
1-800-729-7665
millerr@pfmam.com

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Alameda Affordable Housing Corporation

Important Messages

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ALAMEDA AFFORDABLE HOUSING CORPORATION
VANESSA COOPER
701 ATLANTIC AVENUE
ALAMEDA, CA 94501

Online Access www.camponline.com **Customer Service** 1-800-729-7665

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Attn: Service Operations
213 Market Street
Harrisburg, PA 17101

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Account Statement - Transaction Summary

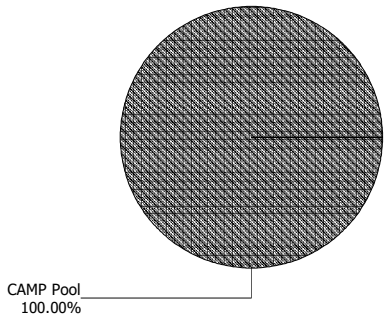
For the Month Ending **September 30, 2026**

Alameda Affordable Housing Corporation - Alameda Affordable Housing Corporation

CAMP Pool	
Opening Market Value	733,386.99
Purchases	2,331.21
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	**$735,718.20**
Cash Dividends and Income	2,331.21

Asset Summary		
	September 30, 2026	**August 31, 2026**
CAMP Pool	735,718.20	733,386.99
Total	**$735,718.20**	**$733,386.99**

Asset Allocation



Alameda Affordable Housing Corporation - Alameda Affordable Housing Corporation

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
CAMP Pool					
Opening Balance					**733,386.99**
09/30/26	10/01/26	Accrual Income Div Reinvestment - Distributions	1.00	2,331.21	735,718.20
Closing Balance					**735,718.20**

	Month of September	Fiscal YTD July-September
Opening Balance	733,386.99	728,689.95
Purchases	2,331.21	7,028.25
Redemptions (Excl. Checks)	0.00	0.00
Check Disbursements	0.00	0.00
Closing Balance	**735,718.20**	**735,718.20**
Cash Dividends and Income	2,331.21	7,028.25

Closing Balance	735,718.20
Average Monthly Balance	733,464.70
Monthly Distribution Yield	3.87%

Attachment #03

Customer Service
PO Box 11813
Harrisburg, PA 17108-1813

ACCOUNT STATEMENT

Island City Development

For the Month Ending
September 30, 2026

Client Management Team

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Key Account Manager
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Harrisburg, PA 17101-2141
717-232-2723
kingj@pfmam.com

Rachael Miller
Client Consultant
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Harrisburg, PA 17101-2141
1-855-678-5447 (1-855-OST-LGIP)
millerr@pfmam.com

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Island City Development

Important Messages

CAMP will be closed on 10/12/2026 for Columbus Day.
CAMP will be closed on 11/11/2026 for Veterans Day.

ISLAND CITY DEVELOPMENT
VANESSA COOPER
701 ATLANTIC AVENUE
ALAMEDA, CA 94501

Online Access www.camponline.com **Customer Service** 1-800-729-7665

Important Disclosures

Important Disclosures

This statement is for general information purposes only and is not intended to provide specific advice or recommendations. PFM Asset Management ("PFMAM") is a division of U.S. Bancorp Asset Management, Inc. ("USBAM"), a SEC-registered investment adviser. USBAM is direct subsidiary of U.S. Bank National Association ("U.S. Bank") and an indirect subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of PFMAM. PFMAM maintains a written disclosure statement of our background and business experience. If you would like to receive a copy of our current disclosure statement, please contact Service Operations at the address below.

Proxy Voting PFMAM does not normally receive proxies to vote on behalf of its clients. However, it does on occasion receive consent requests. In the event a consent request is received the portfolio manager contacts the client and then proceeds according to their instructions. PFMAM's Proxy Voting Policy is available upon request by contacting Service Operations at the address below.

Questions About an Account PFMAM's monthly statement is intended to detail our investment advisory activity as well as the activity of any accounts held by clients in pools that are managed by PFMAM. The custodian bank maintains the control of assets and executes (i.e., settles) all investment transactions. The custodian statement is the official record of security and cash holdings and transactions. PFMAM recognizes that clients may use these reports to facilitate record keeping and that the custodian bank statement and the PFMAM statement should be reconciled and differences resolved. Many custodians use a settlement date basis which may result in the need to reconcile due to a timing difference. If you do not receive a report from the custodian on at least a quarterly basis, please notify your relationship manager at your custodian and PFMAM.

Account Control PFMAM does not have the authority to withdraw funds from or deposit funds to the custodian outside the scope of services provided by PFMAM. Our clients retain responsibility for their internal accounting policies; implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

Market Value Generally, PFMAM's market prices are derived from closing bid prices as of the last business day of the month as supplied by ICE Data Services. There may be differences in the values shown for investments due to accrued but uncollected income and the use of differing valuation sources and methods. Non-negotiable FDIC-insured bank certificates of deposit are priced at par. Although PFMAM believes the prices to be reliable, the values of the securities may not represent the prices at which the securities could have been bought or sold. Explanation of the valuation methods for a registered investment company or local government investment program is contained in the appropriate fund offering documentation or information statement.

Amortized Cost The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short term securities (those with less than one year to maturity at time of issuance) is amortized on a straightline basis. Such discount or premium with respect to longer term securities is amortized using the constant yield basis.

Tax Reporting Cost data and realized gains / losses are provided for informational purposes only. Please review for accuracy and consult your tax advisor to determine the tax consequences of your security transactions. PFMAM does not report such information to the IRS or other taxing authorities and is not responsible for the accuracy of such information that may be required to be reported to federal, state or other taxing authorities.

Financial Situation In order to better serve you, PFMAM should be promptly notified of any material change in your investment objective or financial situation.

Callable Securities Securities subject to redemption prior to maturity may be redeemed in whole or in part before maturity, which could affect the yield represented.

Portfolio The securities in this portfolio, including shares of mutual funds, are not guaranteed or otherwise protected by PFMAM, the FDIC (except for certain non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested. Actual settlement values, accrued interest, and amortized cost amounts may vary for securities subject to an adjustable interest rate or subject to principal paydowns. Any changes to the values shown may be reflected within the next monthly statement's beginning values.

Rating Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

Shares of some local government investment programs and TERM funds are distributed by representatives of USBAM's affiliate, U.S. Bancorp Investments, Inc. which is registered with the SEC as a broker/dealer and is a member of the Financial Industry Regulatory Authority ("FINRA") and the Municipal Securities Rulemaking Board ("MSRB"). You may reach the FINRA by calling the FINRA Hotline at 1-800-289-9999 or at the FINRA website address https://www.finra.org/investors/investor-contacts. A brochure describing the FINRA Regulation Public Disclosure Program is also available from FINRA upon request.

Key Terms and Definitions

Dividends on local government investment program funds consist of interest earned, plus any discount ratably amortized to the date of maturity, plus all realized gains and losses on the sale of securities prior to maturity, less ratable amortization of any premium and all accrued expenses to the fund. Dividends are accrued daily and may be paid either monthly or quarterly. The monthly earnings on this statement represent the estimated dividend accrued for the month for any program that distributes earnings on a quarterly basis. There is no guarantee that the estimated amount will be paid on the actual distribution date.

Current Yield is the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical fund account with a balance of one share over the seven-day base period including the statement date, expressed as a percentage of the value of one share (normally $1.00 per share) at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by 365 and dividing the result by 7. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed.

Average maturity represents the average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. The stated maturity date of mortgage backed or callable securities are used in this statement. However the actual maturity of these securities could vary depending on the level or prepayments on the underlying mortgages or whether a callable security has or is still able to be called.

Monthly distribution yield represents the net change in the value of one share (normally $1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

YTM at Cost The yield to maturity at cost is the expected rate of return, based on the original cost, the annual interest receipts, maturity value and the time period from purchase date to maturity, stated as a percentage, on an annualized basis.

YTM at Market The yield to maturity at market is the rate of return, based on the current market value, the annual interest receipts, maturity value and the time period remaining until maturity, stated as a percentage, on an annualized basis.

Managed Account A portfolio of investments managed discretely by PFMAM according to the client's specific investment policy and requirements. The investments are directly owned by the client and held by the client's custodian.

Unsettled Trade A trade which has been executed however the final consummation of the security transaction and payment has not yet taken place.

Please review the detail pages of this statement carefully. If you think your statement is wrong, missing account information, or if you need more information about a transaction, please contact PFMAM within 60 days of receipt. If you have other concerns or questions regarding your account, or to request an updated copy of PFMAM's current disclosure statement, please contact a member of your client management team at PFMAM Service Operations at the address below.

PFM Asset Management
Attn: Service Operations
213 Market Street
Harrisburg, PA 17101

NOT FDIC INSURED **NO BANK GUARANTEE** **MAY LOSE VALUE**

Account Statement - Transaction Summary

For the Month Ending **September 30, 2026**

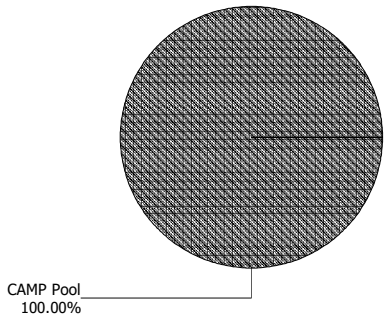
Island City Development - Island City Development

CAMP Pool	
Opening Market Value	591,897.33
Purchases	1,881.46
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	**$593,778.79**
Cash Dividends and Income	1,881.46

Asset Summary

	September 30, 2026	August 31, 2026
CAMP Pool	593,778.79	591,897.33
Total	**$593,778.79**	**$591,897.33**

Asset Allocation



Island City Development - Island City Development

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
CAMP Pool					
Opening Balance					**591,897.33**
09/30/26	10/01/26	Accrual Income Div Reinvestment - Distributions	1.00	1,881.46	593,778.79
Closing Balance					**593,778.79**

	Month of September	Fiscal YTD January-September
Opening Balance	591,897.33	577,154.72
Purchases	1,881.46	16,624.07
Redemptions (Excl. Checks)	0.00	0.00
Check Disbursements	0.00	0.00
Closing Balance	**593,778.79**	**593,778.79**
Cash Dividends and Income	1,881.46	16,624.07

Closing Balance	593,778.79
Average Monthly Balance	591,960.05
Monthly Distribution Yield	3.87%

OFFICE OF THE TREASURER
SACRAMENTO

Local Agency Investment Fund
PO Box 942809
Sacramento, CA 94209-0001
(916) 653-3001
www.treasurer.ca.gov/pmia-laif/laif.asp

September, 2026 Statement

ALAMEDA HOUSING AUTHORITY
Attn: EXECUTIVE DIRECTOR
701 ATLANTIC AVENUE
ALAMEDA CA 94501

Transactions

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount

Account Summary

Total Deposit:	0.00	Beginning Balance:	9,392,876.22
Total Withdrawal:	0.00	Ending Balance:	9,392,876.22

Housing Authority of the City of Alameda

PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711

701 Atlantic Avenue • Alameda, California 94501-2161

To: Honorable Chair and Members of the Board of Commissioners

From: Tonya Schuler-Cummins, Senior Programs Director

Date: November 18, 2026

Re: Adopt a Resolution to Approve the Third Amendment to the Consultant Services Agreement between the Housing Authority of the City of Alameda (AHA) and Quadel Consulting & Training LLC for Recertification and File Review Services, Increasing the Contract Amount by $1,100,000 for a New Total Contract Amount Not to Exceed $2,000,000 Over the Total Term, Including Extensions, and Authorize the Executive Director to Negotiate and Execute Said Amendment.
6.D.

BACKGROUND

Quadel Consulting & Training LLC (Quadel) provides consultant services to process online recertification and quality control reviews. The original agreement was executed on March 19, 2024, for an initial term of three years, following their selection through a Request for Proposals (RFP) process. Services provided under this agreement include completing remote annual recertifications, quality control file reviews, sending compliance notices to participants, and uploading change notices. The first amendment was executed November 20, 2025, with a not-to-exceed amount of $450,000 and a new expiration date of March 18, 2028. The second amendment effective June 18, 2026, increased the amount to $900,000 with the same contract period.

DISCUSSION

To address ongoing staffing limitations, staff proposes a third amendment to increase the contract amount so Quadel can continue providing recertification and file review services. Quadel staff initially completed interim and annual certifications for the Housing Programs staff who assisted with the lease ups at Estuary I and Linnet Corner; then after two Housing Specialists left the department, Quadel started covering backlogged items. Quadel also provided coverage for staff that attended sixteen weeks of training and retraining, and Quadel continues to cover the reexaminations due to the extended absence of a caseworker while the other staff pick up the in-office work for the caseload. Quality control of Quadel's files verifies a high percentage of correctly processed work and their services are crucial in providing comparables of caseloads,

recommendations on levels of management, and feedback to staff.

A total of $609,000 (rounded) has been expended to date as of October 2026. With the continued need for the expanded services provided by Quadel, staff is requesting an increase in the current approved not to exceed compensation of $900,000 by another $1,100,000, for a total not-to-exceed amount of $2,000,000 and maintain the contract period extension until March 18, 2028. When the original contract amount was estimated, Quadel was not covering as much of the work as being covered today. Staff will be tracking the expenses on a monthly basis and will request additional increases if needed.

FISCAL IMPACT

The approved budget for the current fiscal year 2026-2027 included funding for this contract and the proposed fiscal year 2027-2028 budget will also include costs. Expenditures will continue to be monitored so that any required increases in contract authority will be brought to the Board of Commissioners timely.

CEQA

N/A

RECOMMENDATION

Adopt a Resolution to Approve the Third Amendment to the Consultant Services Agreement between the Housing Authority of the City of Alameda (AHA) and Quadel Consulting & Training LLC for Recertification and File Review Services, Increasing the Contract Amount by $1,100,000 for a New Total Contract Amount Not to Exceed $2,000,000 Over the Total Term, Including Extensions, and Authorize the Executive Director to Negotiate and Execute Said Amendment.

ATTACHMENTS

1. Attachment A Quadel Resolution

Respectfully submitted,



Tonya Schuler-Cummins, Senior Programs Director

Housing Authority of the City of Alameda
PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711
701 Atlantic Avenue • Alameda, California 94501-2161

HOUSING AUTHORITY OF THE CITY OF ALAMEDA

Resolution No. ___

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ALAMEDA AUTHORIZING APPROVING THE THIRD AMENDMENT TO THE CONSULTANT SERVICES AGREEMENT BETWEEN THE HOUSING AUTHORITY OF THE CITY OF ALAMEDA (AHA) AND QUADEL CONSULTING & TRAINING LLC FOR RECERTIFICATION AND FILE REVIEW SERVICES, INCREASING THE CONTRACT AMOUNT BY $1,100,000 FOR A NEW TOTAL CONTRACT AMOUNT NOT TO EXCEED $2,000,000 OVER THE TOTAL TERM, INCLUDING EXTENSIONS, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE SAID AMENDMENT.

WHEREAS, the Housing Authority of the City of Alameda, a public body, corporate and politic, ("Housing Authority") is permitted to transact business and exercise any power inferred pursuant to the Housing Authorities Law (Health and Safety Code Section 34200 et seq.);

WHEREAS, the Housing Authority Board of Commissioners have previously approved an agreement in March 2024, the first amendment in November 2025, and the second amendment in June 2026 for recertification and file review services with Quadel Consulting & Training LLC; and

WHEREAS, the proposed budget includes expenditures that are necessary to provide consultant services for annual recertifications, quality control file reviews, compliance notice submissions, and uploading change notices for AHA's review; and

WHEREAS, there has been an increase in the amount of work assigned to Quadel due to additional Moving to Work caseloads, interims, annuals, and backlogged items due to staff vacancies and absences; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby finds that all of the facts set forth in the Recitals are true and correct, and are incorporated herein by reference.

BE IT FURTHER RESOLVED that Board of Commissioners hereby approves the Third Amendment to the Consultant Services Agreement between the Housing Authority Of The City Of Alameda (AHA) and Quadel Consulting & Training LLC for recertification and file review services, increasing the contract amount by $1,100,000 for a new total contract amount not to exceed $2,000,000 over the total term, including extensions, and authorize the Executive Director to negotiate and execute said amendment.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to take any and all actions necessary or required to implement and administer this Resolution.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its adoption.

Ayes: XX Commissioners:

Nayes: XX Commissioners:

Abstain: XX Commissioners:

Absent: XX Commissioners:

[**SIGNATURE PAGE FOLLOWS**]

Housing Authority of the City of Alameda
PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711
701 Atlantic Avenue • Alameda, California 94501-2161

ATTEST:

Vanessa M. Cooper
Secretary/Executive Director

Vadim Sidelnikov, Chair
Board of Commissioners

Approved as to form:

Adrian Guerra,
General Counsel,
Aleshire & Wynder, LLP

Adopted:

Housing Authority
of the
City of Alameda

PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711

701 Atlantic Avenue • Alameda, California 94501-2161

To: Honorable Chair and Members of the Board of Commissioners

From: Sylvia Martinez, Director of Housing Development

Date: November 18, 2026

Re: Adopt a Resolution to Approve Multiple Contracts which Individually or as a Total Exceed $250,000 for Fire and Flood Repair Services at Independence Plaza until the Next Available Board of Commissioners Meeting; Authorize the Executive Director (or Designee) to Negotiate and Execute Said Multiple Contracts; and Direct the Executive Director (or Designee) to Report Back on Executed Contracts, if any, to the Board of Commissioners No Later Than the Next Available Board of Commissioners Meeting.

BACKGROUND

Independence Plaza has sustained three recent emergency incidents, a fire sprinkler supply line leak/water damage event on April 25, 2026, a fire/water damage event on May 22, 2026, and a fire/water damage incident on September 10, 2026. These incidents affected nineteen units, common area, and exteriors. On June 3, 2026, and June 17, 2026 (Resolution 1112), the Board of Commissioners approved the Executive Director to execute contracts for the remediation and repairs for both these incidents, while seeking approval and direction at the next available Board meetings. On September 16, 2026 (Resolution 1125) the Board approved a contract for repairs for the first two incidents.

DISCUSSION

Additional contracts are needed to complete the repairs at Independence Plaza. Some smaller contracts, such as ordering cabinets directly to be built for later installation, may be ready to execute before others. Being able to initiate those contracts quickly may allow overall project time to be decreased. Therefore, Staff requests that the Board readopt the ongoing resolution to allow the Executive Director to proceed with contracting activities as needed for Independence Plaza that was originally passed in June 2026.

Update on Resident Displacement:

No residents were displaced at Building 703, and the repairs will not require

displacement. At Building 711, twelve units are affected, of which six are currently fully vacant, as some tenants have chosen to leave or have been able to move to a permanent unit elsewhere at Independence Plaza. Of the remaining six units, three are being housed temporarily in other units at Independence Plaza and three are being housed at other sites in the AHA portfolio. At Building 705, one resident has been relocated on site, and one has moved in with family permanently.

Staff anticipate all residents living at other sites will be able to return to Independence Plaza in November. Staff continue to meet in person monthly with the tenants, and to communicate frequently about the status. The site is paying for utilities during the period of both remediation and repair. Tenants that are living with family receive a tenant-paid rent portion credit.

FISCAL IMPACT

Remediation and relocation costs are currently estimated at $450,000 and no individual contract exceeds $250,000. A staff commissioned independent cost estimate for the rebuild, indicated a total of up to $1.3 million, depending on decision to do minimal repairs or to upgrade units during vacancy. Current contracts are in line with initial estimates. Staff expects insurance to cover 90% of the remediation and true replacement costs. Additional costs, including voluntary unit improvements, will be paid by the property which recently established a significant replacement reserve after the Restore-Rebuild transaction.

CEQA

Not applicable

RECOMMENDATION

Adopt a Resolution to Approve Multiple Contracts which Individually or as a Total Exceed $250,000 for Fire and Flood Repair Services at Independence Plaza until the Next Available Board of Commissioners Meeting; Authorize the Executive Director (or Designee) to Negotiate and Execute Said Multiple Contracts; and Direct the Executive Director (or Designee) to Report Back on Executed Contracts, if any, to the Board of Commissioners No Later Than the Next Available Board of Commissioners Meeting.

ATTACHMENTS

1. BOC Resolution - IP Multiple Contracts

Respectfully submitted,



Sylvia Martinez, Director of Housing Development

Housing Authority of the City of Alameda
PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711
701 Atlantic Avenue • Alameda, California 94501-2161

HOUSING AUTHORITY OF THE CITY OF ALAMEDA

Resolution No. ___

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ALAMEDA TO APPROVE MULTIPLE CONTRACTS WHICH INDIVIDUALLY OR AS A TOTAL EXCEED $250,000 FOR FIRE AND FLOOD REPAIR SERVICES AT INDEPENDENCE PLAZA UNTIL THE NEXT AVAILABLE BOARD OF COMMISSIONERS MEETING; AUTHORIZE THE EXECUTIVE DIRECTOR (OR DESIGNEE) TO NEGOTIATE AND EXECUTE SAID MULTIPLE CONTRACTS; AND DIRECT THE EXECUTIVE DIRECTOR (OR DESIGNEE) TO REPORT BACK ON EXECUTED CONTRACTS, IF ANY, TO THE BOARD OF COMMISSIONERS NO LATER THAN THE NEXT AVAILABLE BOARD OF COMMISSIONERS MEETING.

WHEREAS, the Housing Authority of the City of Alameda, a public body, corporate and politic, ("Housing Authority") is permitted to transact business and exercise any power inferred pursuant to the Housing Authorities Law (Health and Safety Code Section 34200 et seq.);

WHEREAS, the property at 711, 705 and 703 Atlantic Avenue (Independence Plaza) has sustained flood and fire damage and needs repairs to allow residents to return to their units and to utilize the common space; and

WHEREAS, repairs are ongoing and additional contracts may need to be signed quickly so as to limit the impact on elderly residents; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners finds that all of the facts set forth in the Recitals are true and correct, and are incorporated herein by reference.

BE IT FURTHER RESOLVED that Board of Commissioners hereby approve multiple contracts which individually or as a total exceed $250,000 for fire and flood repair services at Independence Plaza until the next available Board of Commissioners meeting; authorize the Executive Director (or designee) to negotiate and execute said multiple contracts; and direct the Executive Director (or designee) to report back on executed contracts, if any, to the Board of Commissioners no later than the next available Board of Commissioners meeting.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to take any and all actions necessary or required to implement and administer this Resolution.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its adoption.

Ayes: XX Commissioners:

Nayes: XX Commissioners:

Abstain: XX Commissioners:

Absent: XX Commissioners:

[SIGNATURE PAGE FOLLOWS]

Housing Authority
of the
City of Alameda

PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711

701 Atlantic Avenue • Alameda, California 94501-2161

ATTEST:

Vanessa M. Cooper
Secretary/Executive Director

Vadim Sidelnikov, Chair
Board of Commissioners

Approved as to form:

Adrian Guerra,
General Counsel,
Aleshire & Wynder, LLP

Adopted:

Housing Authority of the City of Alameda

PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711

701 Atlantic Avenue • Alameda, California 94501-2161

To: Honorable Chair and Members of the Board of Commissioners

From: Vanessa Cooper, Executive Director

Date: November 18, 2026

Re: Adopt the Resolution delegating authority to the Executive Director, or his or her designee, to negotiate and settle claims up to $50,000.
6.F.

BACKGROUND

The Government Claims Act ("Act"), commencing with Section 810 of the California Government Code, governs the procedures for handling claims for money or damages against public entities, including the Housing Authority of the City of Alameda (AHA). Generally, claimants must submit a claim in compliance with the Act before filing suit against a public entity.

When a claim is received by a public entity, the Act authorizes the board of the public entity to take responsive action. For certain claims, section 935.4 authorizes an employee of the local public entity to perform those functions and to allow, compromise, or settle claims not exceeding $50,000 if the governing board of the local public entity adopts a resolution delegating such authority.

A charter provision, ordinance, or resolution may provide that, upon written order of that employee, the auditor or other fiscal officer of the local public entity shall cause a warrant to be issued upon the treasury of the local public entity in the amount for which a claim has been allowed, compromised, or settled.

DISCUSSION

To facilitate the administration of claims against AHA in compliance with the Act, staff is recommending that the Board formally authorize the Executive Director, or his or her designee, to negotiate and settle pre-litigation claims against AHA in amounts up to $50,000, and to enter into any related agreements or documents as needed. This recommendation aligns with the Board's established delegation of authority to the Executive Director to manage and administer lawsuits and other acts filed against AHA.

This resolution shall take effect immediately upon its adoption.

FISCAL IMPACT
Not applicable.

CEQA
Not applicable.

RECOMMENDATION
Adopt the Resolution delegating authority to the Executive Director, or his or her designee, to negotiate and settle claims up to $50,000.

ATTACHMENTS
1. Settlement Authority DRAFT BOC Resolution
2. DRAFT Settlement Authority Policy

Respectfully submitted,

Vanessa Cooper, Executive Director

Housing Authority of the City of Alameda
PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711
701 Atlantic Avenue • Alameda, California 94501-2161

HOUSING AUTHORITY OF THE CITY OF ALAMEDA

Resolution No. ___

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ALAMEDA DELEGATING AUTHORITY TO THE EXECUTIVE DIRECTOR, OR HIS OR HER DESIGNEE, TO NEGOTIATE AND SETTLE CLAIMS UP TO $50,000

WHEREAS, the Housing Authority of the City of Alameda, a public body, corporate and politic, (the "AHA") is authorized to transact business and exercise any power inferred pursuant to the Housing Authorities Law (Health and Safety Code Section 34200 et seq.) and action by the Board of Commissioners (the "Board"); and

WHEREAS, the Government Claims Act, commencing with Section 810, of the Government Code of the State of California (the "Act"), which governs claims for money or damages against the AHA and prescribes, among other matters, the procedures relating to determinations by the governing board of local public entities, including the AHA, concerning (i) the form of claims against local public entities or against officers, agents and employees thereof (Section 910.4), (ii) the sufficiency of claims presented (Section 910.8), (iii) the presentment of late claims (Sections 911.3, 911.6, 912.2), and (iv) action on claims presented (Section 912.6); and

WHEREAS, Section 905 of the Government Code exempts certain enumerated types of claims, including but not limited to the following: (1) claims under the Revenue and Taxation code; (2) claims in connection with filing a notice of lien, statement of claim, or stop notice; (3) claims by public employees for fees, salaries, expenses, and allowances; (4) workers' compensation claims; (5) claims for benefits under a public retirement or pension system; (6) claims for principal or interest on bonds or other instruments of indebtedness; (7) claims that relate to a special assessment against a property; (8) claims by the state or department of state, or by another local public entity or judicial branch; (9) claims arising under the Unemployment Insurance Code; (10) claims for recovery of penalties under Labor Code section 1720. Additional claims are excluded from application of the Act by case law.

WHEREAS, Government Code Section 935.4 provides that a local public entity may authorize an employee of the local public entity to perform those functions under the Act that are prescribed by the local public entity, including authorizing such employee to allow, compromise, or settle a claim against the public entity if the amount to be paid pursuant to the allowance, compromise or settlement does not exceed fifty thousand dollars ($50,000); and that a charter provision, ordinance, or resolution may provide that, upon written order of that employee, the auditor or other fiscal officer of the local public entity shall cause a warrant to be issued upon the treasury of the local public entity in the amount for which a claim has been allowed, compromised, or settled; and

WHEREAS, the Board of the AHA desires to delegate the authority which it is authorized to delegate pursuant to the Act in the manner provided; and

WHEREAS, the Board is authorized to delegate to the Executive Director such powers and duties as it deems proper.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF CITY OF ALAMEDA HOUSING AUTHORITY, DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct, and are incorporated herein by this reference.

SECTION 2. Pursuant to Section 935.4 of the Government Code of the State of California, the Board does hereby authorize, order, and direct the Executive Director, or his or her designee, to approve, deny, and otherwise make determinations concerning (i) the form of claims, (ii) the sufficiency of claims presented against the AHA, and (iii) the presentment of late claims.

SECTION 3. Pursuant to Section 935.4 of the Government Code of the State of California, the Board does authorize, order, and direct the Executive Director, or his or her designee, to allow, compromise, or settle any claim against the AHA or any claim to which any officer or employee of the AHA is a party and as to which AHA is required by law to indemnify such officer or employee, provided that (1) the claim is not exempt by Government Code Section 905 or by case law; and (2) the amount to be paid by the AHA pursuant to the allowance, compromise, or settlement does not exceed Fifty Thousand and No/100 Dollars ($50,000.00). The Executive Director, or his or her designee, is authorized, ordered, and directed to execute any agreements and other documents on behalf of the AHA which may be necessary to accomplish and complete any such allowance, compromise, or settlement.

SECTION 4. Nothing contained herein shall prevent the Board from reviewing, considering, or acting upon any claim or litigation matter in its sole and absolute discretion.

SECTION 5. The Executive Director is hereby authorized to take any and all actions necessary or required to implement and administer this Resolution.

SECTION 6. This Resolution shall take effect immediately upon its adoption.

Ayes: XX Commissioners:

Nayes: XX Commissioners:

Abstain: XX Commissioners:

Absent: XX Commissioners:

[SIGNATURE PAGE FOLLOWS]

Housing Authority
of the
City of Alameda

PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711

701 Atlantic Avenue • Alameda, California 94501-2161

ATTEST:

Vanessa M. Cooper
Secretary/Executive Director

Vadim Sidelnikov, Chair
Board of Commissioners

Approved as to form:

Adrian R. Guerra, General Counsel
Aleshire & Wynder, LLP.

Adopted: Month Day, 2026

Housing Authority
of the
City of Alameda

PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711

701 Atlantic Avenue • Alameda, California 94501-2161

EXECUTIVE DIRECTOR SETTLEMENT AUTHORITY POLICY FOR THE HOUSING AUTHORITY OF THE CITY OF ALAMEDA

Pursuant to California Government Code 935.4, the Housing Authority of the City of Alameda ("AHA"), a public entity, is permitted to authorize an employee of the agency to allow, compromise, or settle all claims for money or damages in an amount up to, but not exceeding $50,000. The purpose of this Policy is to authorize the Executive Director of the AHA, or his or her designee, to administer Claims against the Housing Authority, consistent with California Government Code 935.4.

This delegation is intended to facilitate the timely and efficient administration of claims, promote the resolution of appropriate claims without litigation, and preserve the Board of Commissioners' authority over claims requiring Board consideration.

1. Delegation of Authority to the Executive Director or his/her designee:

1.1 Pursuant to the authority under Government Code Section 935.4, the Executive Director, in consultation with General Counsel, is hereby authorized to respond to, reject, allow, compromise, negotiate, or settle any Claim for money or damages in the amount not exceeding $50,000.00. Upon written order or authorization of the Executive Director or his/her designee, the Director of Finance or his/her designee shall cause payment to be issued in the amount for which a Claim has been allowed, negotiated, compromised, or settled under this Section.

1.2 The Executive Director or his /her designee shall promptly report to the AHA's Board of Commissioners any action taken pursuant to this Policy.

1.3 The Executive Director or his/her designee at his/her own discretion may refer the consideration of a Claim under this Section to AHA's Board of Commissioners as he/she deems appropriate.

1.4 Any Claim exceeding $50,000.00 shall be considered and acted upon by the AHA's Board of Commissioners.

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To: Honorable Chair and Members of the Board of Commissioners

From: Vanessa Cooper, Executive Director

Date: November 18, 2026

Re: Adopt the proposed revised meeting schedule for 2027 for the Housing Authority of the City of Alameda (AHA) Board of Commissioners and the Alameda Affordable Housing Corporation (AAHC) Board of Directors.
6.G.

BACKGROUND

In March 2026, the Board of Commissioners (the Board) approved an amendment to the Rules and Procedures (By-Laws) of the Housing Authority of the City of Alameda (AHA) which allows the Board to set the Board Meeting schedule for the year.

A proposed schedule for the 2027 Board of Commissioners meetings is attached.

DISCUSSION

While meetings will continue to be held on the third Wednesday of the month, staff proposes changing the Regular Meeting start time from 7:00 p.m. to 6:00 p.m., and the Special Meeting, which may include Closed Session, start time from 6:00 p.m. to 5:00 p.m., as needed. Staff is proposing these earlier start times to make the meetings more accessible to the public and AHA's clients. Meetings will continue to be streamed online to provide accessibility to those who wish to watch from home.

The proposed meeting schedule for 2028 will be brought to the Board at the end of 2027.

FISCAL IMPACT

None

CEQA

None

RECOMMENDATION

Adopt the proposed revised meeting schedule for 2027 for the Housing Authority of the City of Alameda (AHA) Board of Commissioners and the Alameda Affordable Housing Corporation (AAHC) Board of Directors.

ATTACHMENTS

1. Revised Board Meeting Schedule for 2027

Respectfully submitted,

Vanessa Cooper, Executive Director

Housing Authority of the City of Alameda
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Housing Authority of the City of Alameda (AHA)
Board of Commissioners
&
Alameda Affordable Housing Corporation (AAHC)
Board of Directors
Meeting Schedule: January – December 2027

Meeting start times:
Regular Agenda – 6:00 p.m.
Special Meetings which may include Closed Session (if needed) – 5:00 p.m. or 5:30 p.m., depending upon discussion needed.

Month	Date
January	January 20, 2027
February	February 17, 2027
March	March 17, 2027
April	April 21, 2027
May	May 19, 2027
June	June 16, 2027
*July	July 21, 2027
August	August 18, 2027
September	September 15, 2027
October	October 20, 2027
November	November 17, 2027
*December	December 15, 2027

Note: *May be cancelled.

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To: Honorable Chair and Members of the Board of Commissioners

From: Vanessa Cooper, Executive Director

Date: November 18, 2026

Re: Approve the Proposed 2027 Out-of-State conference attendance and travel for Staff and Commissioners.
6.H.

BACKGROUND

It has been the Housing Authority of the City of Alameda's (AHA) practice that out-of-state travel be approved by the Board of Commissioners. Out-of-state travel expenses include airfare, lodging, and per diem. AHA supports conference attendance and training that expands staff and commissioner knowledge and skills, promotes professional growth, and benefits the agency. These opportunities can also contribute to employee satisfaction.

DISCUSSION

Attached is the proposal for out-of-state travel for 2027 for AHA Staff and/or Commissioners. As of the date of this meeting, no Commissioners have requested out-of-state travel for 2027.

A complete list of the requests is attached.

FISCAL IMPACT

The costs incurred by AHA will be for air, hotel, and per diem. No change in the FY26-27 budget for travel and training is expected, and additional funds will be budgeted for FY27-28.

CEQA

N/A

RECOMMENDATION

Approve the Proposed 2027 Out-of-State conference attendance and travel for Staff and Commissioners.

ATTACHMENTS

1. 2027 Out of State Travel Table

Respectfully submitted,

Vanessa Cooper, Executive Director

Housing Authority of the City of Alameda
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2027 Out-of-State Conference and Travel for Staff and Commissioners

Conferences & Meetings with Out-of-State Travel	Location	Period	Max Number of staff to Attend
MTW Collaborative Conference	Washington, D.C.	April 26 – 28, 2027	3
AHACPA 28th Annual Public Housing Conference 2027	TBD	TBD - 2 Nights	1
PHADA Annual Convention & Exhibition	Boston, MA	June 2 – 5, 2027	2
CHAM Asset Management Conference	Baltimore, MD	June 28 – 30, 2027	2
Yardi Advanced Solutions Conference (YASC)	Nashville, TN	September 21 – 23, 2027	3
NAHRO - National Conference & Exhibition	Las Vegas, NV	October 28 – 30, 2027	2

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To: Honorable Chair and Members of the Board of Commissioners

From: Vanessa Cooper, Executive Director

Date: November 18, 2026

Re: Approve the 2026-2027 Goals for the Executive Director.
6.I.

BACKGROUND

The evaluation process for the Executive Director was held on September 16, 2026. Goals are set annually with input from the Board of Commissioners (Board) and the Executive Director.

DISCUSSION

The Board is asked to approve the attached 2026-2027 goals for the Executive Director.

FISCAL IMPACT

Funding is covered by the 2026-2027 budget and will be built into the 2027-2028 budget as needed.

CEQA

N/A

RECOMMENDATION

Approve the 2026-2027 Goals for the Executive Director.

ATTACHMENTS

1. EXECUTIVE DIRECTOR Goals 2026-2027- final (1)

Respectfully submitted,

Vanessa Cooper, Executive Director

EXECUTIVE DIRECTOR GOALS PROPOSED FOR 2026-2027 Attachment 1

GOALS PROPOSED FOR 2026-7
1. **Executive**: Continue to focus on building organizational strength, including upgrading policies, staff retention, training, and management development, and promotions. Fill the two vacant director positions. Work on continued succession planning and development of additional management capacity so that major external matters do not disproportionately consume the Executive Director and senior management team. Update the disposition policy and the signature/emergency powers policy and bring back to the Board by March 2027. Complete selection of an AI consultant, create internal AI staff committee and bring a new AI policy to the Board by June 2027.
2. **Housing Development**: Complete stabilization and conversion of Linnet Corner. Complete the Independence Plaza fire repair work and return residents to their units. Continue to work on solutions for Estuary II as funding permits. Continue planned CIP work on existing portfolio. Move The Poplar forward as time permits.
3. **Property Operations:** Transition Property Management to the new 3rd party provider for all properties by January 1, 2027. Conduct ongoing quality control of the new provider/s including surveying of the tenants prior to bringing the first renewals to the Board in Fall 2027.
4. **Housing Programs:** Address federal funding and policy changes as they arise. Continue shortfall monitoring and manage agency through possible 2027 shortfall. Provide Board with regular (at least quarterly) updates on HAP two-year forecasting including future ability to issue new PBV RFP. Present Annual Plan and MTW Supplement including necessary waivers by the March Board meeting.
5. **Asset Management:** Provide a proposal to the Board on the Parrot/Eagle rehab/refinance by June 2027. Continue to recoup past property taxes from the Tax Collector that are now available under AB1528. Prepare for pending year 15 buyouts.
6. **Customer service:** Continue efforts to improve customer service and ensure fair processes for residents. Continue to manage complex cases, legal issues and complaints closely, including utilizing the Ombudsman service. Continue to support vulnerable tenants with social services.
7. **City/AHA Relationship:** Build relationships with new City Staff and Councilmembers and work with City on a more structured formal pipeline planning and coordination on major housing projects.

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To: Honorable Chair and Members of the Board of Commissioners

From: Vanessa Cooper, Executive Director

Date: November 18, 2026

Re: Accept a presentation on Department of Housing and Urban Development (HUD) Budget Authority and related expenditure for 2026 and 2027 and provide direction to staff regarding level of reserves desired for a potential project based voucher competition in 2027.
7.A.

BACKGROUND

On August 11, 2026, the Housing Authority of the City of Alameda (AHA) received a formal request for 30 Project-Based Voucher (PBV) units (16 two-bedroom units and 14 three-bedroom units) for Stardust Gardens, which is in the first phase of the City's Rebuilding the Existing Supportive Housing at Alameda Point (RESHAP). AHA estimates that the 30 PBV units would cost approximately $1.1M-$1.3MM annually over a 20-year period. The developer's timeline proposes that these units be under contract (Agreement to Enter Into a Housing Assistance Program, or "AHAP") in May or June of 2027.

On August 19, 2026, AHA's Board considered a request to commit 30 PBVs to Stardust Gardens by August 21, 2026. The Board could not approve the request for two reasons:

1. Federal requirements: Federal regulations require PBVs to be awarded through a qualifying competitive process or another Department of Housing and Urban Development (HUD)-authorized process. No qualifying PBV competition has been conducted. The State funding competition that the developer asked AHA to rely upon did not meet HUD's requirements for awarding PBVs as set forth in the HUD regulations and confirmed by AHA staff's discussions with HUD representatives.
2. Available funding: AHA could not confirm sufficient funding for the additional vouchers while maintaining assistance for the approximately 1,800 low-income households that it currently serves.

On September 1, 2026, the City Council of the City of Alameda approved a commitment

letter for Stardust Gardens for up to $25.5M in operating subsidy over 20 years from City funds. The City provided this commitment for consideration by the California Tax Credit Allocation Committee (TCAC) and the California Debt Limit Allocation Committee in connection with the Stardust Gardens' application for tax-exempt bonds and low-income housing tax credits in the upcoming competition.

This issue was also discussed at the August 19, 2026, September 16, 2026, and October 21, 2026, Board meetings.

DISCUSSION

Attachment A of this memo provides the information discussed below as well as additional details.

Congress appropriates funding to HUD which HUD then allocates to more than 3,300 Public Housing Authorities (PHA) nationwide. In recent years, PHAs have not been notified of their funding for the voucher program until a few months into the year. For example, in 2026, the Appropriation Act was signed on February 3, 2026, and AHA was informed of its funding for Calendar Year (CY) 2026 on May 7, 2026. Due to the delayed notification of funding, for the first few months of each fiscal year, AHA can only project its funding for the upcoming calendar year.

Voucher funding is calculated as the previous year's eligible expenses multiplied by the Renewal Funding Inflation Factor (RFIF) multiplied by the Renewal Proration Factor. On October 28, 2026, HUD notified AHA via email that AHA's projected Renewal Funding Inflation Factor for 2027 is 0% and AHA's projected Renewal Proration Factor for 2027 is 99% (Attachment B). If these preliminary factors hold, AHA will not receive sufficient 2027 Budget Authority to cover its current voucher expenses.

If AHA does not have enough funding to cover its expenses for the upcoming year, AHA will have to use its voucher reserves. Reserves are a result of unspent voucher funds that HUD has allocated to AHA but has not yet disbursed to AHA. AHA must request these funds from HUD before it can use them. AHA expects to utilize some of its reserves to cover funding deficits for CY 2026.

If AHA doesn't have enough funding or reserves to cover voucher expenses for the CY, AHA will enter into shortfall and can request additional shortfall funding from HUD. To qualify for shortfall funding, PHAs are required to take cost-saving measures. Since AHA was in shortfall in 2025, AHA has implemented many of these cost-saving measures, many of which AHA has continued into 2026.

Additionally, in 2026, and for the first time in HUD's history, HUD created shortfall categories which group Housing Authorities by the number of shortfall funding awards since 2016 (Attachment C). With each subsequent group, HUD has placed more restrictions and requirements.

In HUD's email on October 28, 2026, HUD strongly encouraged all PHAs that are

projecting a shortfall "to consider implementing cost savings measures, including, but not limited to:

- Ceasing issuance of new vouchers (with the exception of HUD-VASH vouchers and Foster Youth to Independence (FYI) vouchers)
- Pausing entering into new project-based voucher agreements and commitments (with the exception of public housing repositioning efforts)
- Reducing payment standards, including ending the use of any approved exception payment standards, and remaining within the basic range except for reasonable accommodations, as necessary
- Assessing rent reasonableness policies and procedures to ensure compliance with statutory and regulatory requirements
- Adopting other cost savings measures outlined in PIH Notice 2025-28, “Cost-Savings Measures in the Housing Choice Voucher (HCV) and Project-based Voucher program”
- For MTW PHAs, reducing or eliminating the use of HAP funding for non-HAP purposes as those expenditures generally are not eligible for shortfall award consideration"

AHA and City Staff also met with HUD on November 9, 2026, where HUD reiterated the necessity for AHA to take all actions necessary to avoid shortfall in 2027 before considering the selection or award for a new PBV project.

Staff have worked diligently to review the budget and have projected funding and costs for Calendar Year 2026 and 2027 with the information currently available. Attachment A of this memo provides projected numbers.

The good news is that as AHA approaches the calendar year's end, the numbers have become firmer and are showing, subject to certain conditions, that the AHA might avoid shortfall in 2027 based on its current expected expenditures.

However, the AHA’s HUD budget financial position may worsen due to the following factors:

1. AHA has not yet received confirmation of 2027 funding for the EHV-TPV conversion as this is pending an Appropriations Act from Congress. If sufficient funding is not received for calendar year 2027 for EHV-TPV funding, the agency would expect to be in shortfall 2027.
2. Additionally, AHA staff have taken a less conservative approach to leasing in 2027 which decreases expenditures in 2027. This approach is based on more recent leasing patterns in 2026 but if there is more than expected leasing in 2027, expenditures would increase and the AHA may face shortfall.
3. If there are any other increases in expenditures in 2027 that do not align with expenditure trends in 2026, such as rent increases, or further decreases in funding, the AHA may face shortfall. This includes, but is not limited to, rent

increases, which are currently permitted by state law up to 8.8%.

Furthermore, AHA staff reviewed the cost implications of RESHAP's request for 30 PBV units at Stardust Gardens and based on the AHA's three scenario projections (Attachment D), this request would likely not be budget neutral. If the AHA were to award 30 PBV to Stardust Gardens, AHA could incur additional voucher costs which could put AHA further into shortfall. Attachment D provides three scenarios which would require Almeda Point Collaborative to terminate their 25-unit contract when Stardust is built and to offer units at Stardust to some of those tenants. These scenarios would require one or more HUD-approved waivers.

Staff from the City and AHA met with HUD staff on November 9, 2026 on the two waiver options – a HUD regulatory waiver and MTW waivers as discussed in the last Board meeting. HUD asked AHA staff a few questions and requested that the Agency provide additional information and the regulations requesting that might be waived in a formal waiver request. In this meeting, HUD staff also stated that if a PHA is expected to be in shortfall, it should take significant measures to prevent shortfall and that HUD would recommend against signing an AHAP. The MTW waiver and HUD regulatory waivers are in draft, pending more information from RESHAP/City.

The expected focus going forward is the waiver or waivers necessary to deliver a budget-neutral option based on APC releasing their current 25-unit PBV contract and on whether the City's money can be used to backfill a shortfall in the program. Staff will return to a future meeting to provide updated information on the financial projection, especially if a EHV-TPV Approbation is passed. AHA can also open a PBV competition if budget permits in the coming months.

FISCAL IMPACT

Legal and consulting fees incurred to date are expected to increase with the waiver work. The AHA would also expect increase costs if a budget-neutral PBV contract is not pursued.

CEQA

Not applicable.

RECOMMENDATION

Staff recommend that the Board:

1. Accept a report on the AHA's voucher financial standing.
2. Provide direction to staff on what level of reserves the Board would like to see projected for 2027 in order to feel comfortable opening a PBV competition.

ATTACHMENTS

1. Attachment A - AHA Financial Projection Presentation
2. Attachment B - 10/28/26 Email from HUD
3. Attachment C - PIH-2026-12
4. Attachment D - RESHAP GAP Scenarios

Respectfully submitted,

Vanessa Cooper, Executive Director

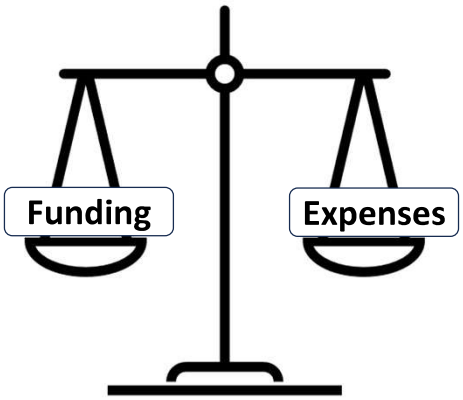
November 18, 2026

BOARD OF COMMISSIONERS MEETING

Agenda Item 7.A.

1

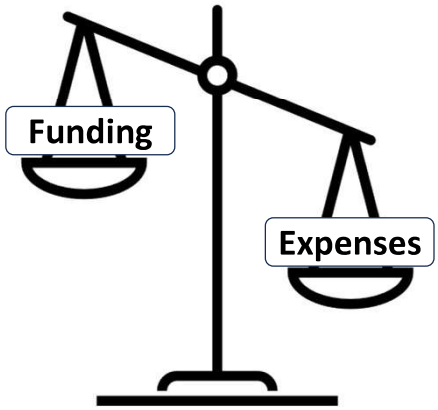
In an Ideal World



1. The Housing Authority is notified ahead of time of its funding for the upcoming year
2. Voucher program is funded to cover all of the Housing Authority's voucher expenses
3. The Housing Authority knows exactly how much it will spend in the upcoming year

2

Realistically



1. The Housing Authority is **not** notified ahead of time of its funding for the upcoming year
2. Voucher program is **not** funded to cover all of the Housing Authority's voucher expenses
3. Housing Authority **does not** know exactly how much it will spend in the upcoming year

3

Voucher Funding Timeline

Congress appropriates funding for various departments including the Department of Housing and Urban Development (HUD)

HUD allocates funding to 2,100 Housing Authorities with a voucher program

Housing Authorities are notified of available funding

4

2026 Voucher Funding Timeline

Congress appropriates funding for various departments including the Department of Housing and Urban Development (HUD)

HUD allocates funding to 1,000+ Housing Authorities across the nation

Housing Authorities are notified of available funding

February 3, 2026
Signed by the President

Between February 2026 and May 2026

May 7, 2026
Received by AHA

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General Funding Calculation

Previous Year's Eligible Expenses (net offset of reserves) × **Renewal Funding Inflation Factor** × **Proration Factor** = **Initial Budget Authority**

This funding is used by the Housing Authority for:

- Housing Choice Voucher (HCV) Program (including Port Outs)
- Family Unification Program (FUP)
- Project Based Voucher (PBV) Program (including Restore Rebuild PBV)
- Veterans Affairs Supportive Housing (VASH) Program
  - VASH funding is earmarked specifically for VASH households and can't be used for other programs
- Stability Voucher Program

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Previous Year's Expenses



Ideally: All expenses for the calendar year are paid and captured in reports before HUD calculates these expenses

Realistically: Due to the timing associated with portability billing, vouchers issuances, HAP contract signing, corrections to billing statements, and processing in AHA's software system, expenses for the calendar year **may not** be paid and captured in reports before HUD calculates these expenses

7

Overview of HAP Expenses

On a monthly basis, the Housing Authority:

1. Pays its landlords Housing Assistance Payments (HAP)
2. Pays other Housing Authorities Housing Assistance Payments (HAP) for individuals that have ported out of the City of Alameda
3. Pays its participants Utility Reimbursement Payments (URP)
4. Deposits Family Self-Sufficiency (FSS) Escrow

8

HAP Expense Factors

On a monthly basis, the Housing Authority:

1. Pays its landlords Housing Assistance Payments (HAP)
2. Pays other Housing Authorities Housing Assistance Payments (HAP) for individuals that have ported out of the City of Alameda
3. Pays its participants Utility Reimbursement Payments (URP)
4. Deposits Family Self-Sufficiency (FSS) Escrow

These amounts change on a monthly basis due to new move-ins, rent increases, fluctuations in a participant's income or household composition, and changes in payment standards, to name a few, and are hard to project.

Admin Expense Factors

On a monthly basis, the Housing Authority pays for the Administrative costs of running the voucher program:

1. Staff salaries and benefits
2. Technology - Hardware, software, databases
3. Office supplies
4. Audit costs
5. Paying other Housing Authorities Administrative Fees for individuals that have ported out of the City of Alameda

Overview of Admin Expenses

On a monthly basis, the Housing Authority pays for the Administrative costs of running the voucher program:

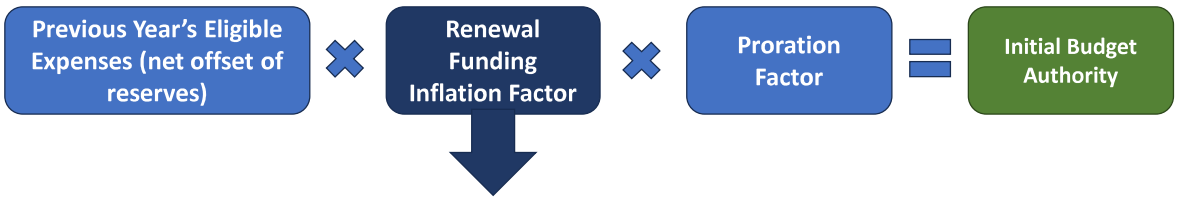
1. Staff salaries and benefits
2. Technology - Hardware, software, databases
3. Office supplies
4. Audit costs
5. Paying other Housing Authorities Administrative Fees for individuals that have ported out of the City of Alameda

These amounts change regularly due to staff transitions/hiring, changes in benefit costs (typically increases), and changes in Administrative Fee Income for portability and are hard to project.

Additionally, Administrative Fee Income is typically prorated between 85% to 95%.

This is insufficient to pay for program costs and the gap is met either with AHA funds or HAP. The Board approves an annual transfer of up to about $1M from non-federal funds.

Renewal Funding Inflation Factor

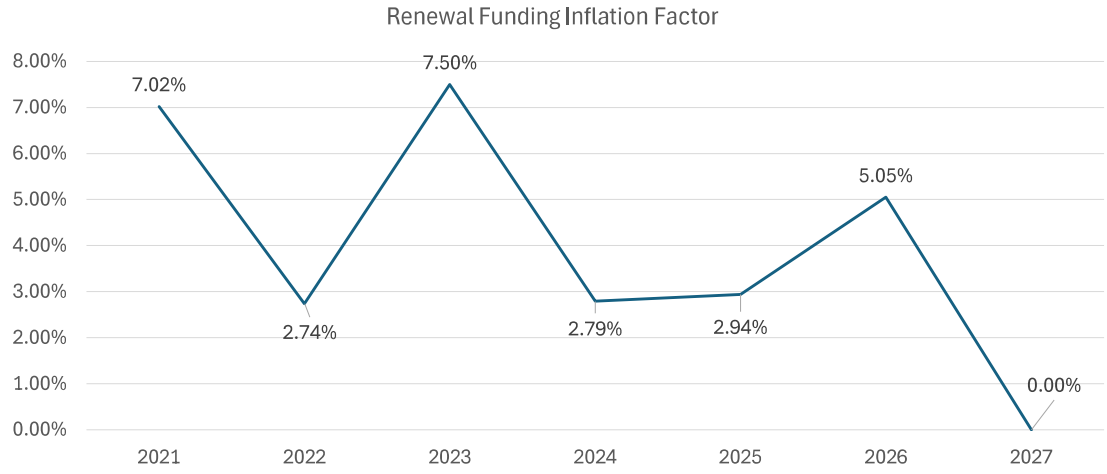


Ideally: Renewal Funding Inflation Factor exactly matches the inflation that is seen in the year-to-year voucher expenses.

Realistically: Renewal Funding Inflation Factor **does not** exactly match the inflation that is seen in the year-to-year voucher expenses.

- This is based primarily on percent change in Fair Market Rents (FMR)
- HUD has indicated that this will most likely be an increase of 0% for 2027

Renewal Funding Inflation Factor Trends



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Proration Factor

Previous Year's Eligible Expenses (net offset of reserves) ✖ Renewal Funding Inflation Factor ✖ Proration Factor = Initial Budget Authority

Ideally: Proration is 100% so that the Housing Authority can maintain the costs of its current expenses

Realistically: Proration **varies** and is decided by HUD.

- HUD has indicated that this will most likely be 99% for 2027 meaning that the Housing Authority will not have enough Budget Authority to maintain the costs of its current expenses

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HAP Reserves

- Results from unspent HAP funds accumulated over time
- HUD-held reserves
  - Allocated to AHA but not disbursed to AHA which means we have to request to draw funds from our reserves
- For AHA, any reserve amounts that are more than 4% (based on AHA's Annual Contributions Contract) of next year's budget authority, will be offset/recaptured annually by HUD
  - Ideally, AHA has exactly 4% of our yearly funding in reserves
  - Could use these reserves to increase leasing, to meet increase per voucher HAP costs, reduce families' income to housing cost burdens, etc.

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Summary

- If Initial Budget Authority < Cost of Calendar Year Expenses, we must then use our reserves
- If Initial Budget Authority + Reserves < Cost of Calendar Year Expenses, we enter into shortfall
- If we enter into shortfall we have to apply for HAP Set Aside funding to cover any excess Calendar Year Expenses
- If we do not receive enough shortfall funding to cover any excess Calendar Year Expenses, we must pay for the vouchers and administration of the voucher program from non-federal funds

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EHV

PIH Notice 2026-25:

- Per the 2027 Continuing Resolution, HUD is authorized to provide Tenant Protection Vouchers (TPVs), which follow HCV regulations, for any EHV family under lease as of September 30, 2026.
- However, from this Notice HUD can only provide "one round of funding (equivalent to 1 month of TPV funding for CY 2026)" and **future EHV-TPV funding for Calendar Year 2027 "will be provided as first-time renewals, subject to the availability of future appropriations."**
  - **This appropriation has not yet been made.**

As of right now, it is unclear if the AHA will receive enough funding to cover the costs of EHV which is approximately $77k per month.

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2026/2027 Financial Projections (1)

Projected CY 2026 HAP Expenses	$	47,507,120
CY 2026 End of Year HAP Reserves	$	2,099,337
CY 2026 End of Year Reserves as a % of 2027 HAP Funding		4.4%
Amount of CY 2026 End of Year Reserves Protected from Offset (4% of 2027 HAP Budget Authority)	$	1,900,285
Amount of CY 2026 End of Year Reserves Offset by HUD as of 12/31/2026 Over 4%	$	(199,052)
2027 Initial HAP Budget Authority at 100% for Eligibility Purposes, net of offset	$	47,308,068
2027 Initial HAP Budget Authority (net of offset) at 99% Proration	$	46,834,987
Total 2027 HAP Funding Availability (Budget Authority Plus Carryover of HAP Reserves from Prior Year)	$	48,934,324
Do NOT receive 12-Months of EHV TPV HAP for CY 2027	$	0
Total 2027 HAP Funding Availability (Budget Authority Plus Carryover of HAP Reserves from Prior Year) Plus 12-Months of EHV TPV HAP Revenue if Funded for CY 2027	**$**	**48,934,324**
Projected 2027 HAP Expenses	**$**	**49,606,264**
Projected 2027 HAP Reserve Amount as of 12/31/2027	**$**	**(671,940)**
% of Total HAP Budget Authority for 2028		**-1.4%**

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2026/2027 Financial Projections (2)

Projected CY 2026 HAP Expenses	$	47,507,120
CY 2026 End of Year HAP Reserves	$	2,099,337
CY 2026 End of Year Reserves as a % of 2027 HAP Funding		**4.4%**
Amount of CY 2026 End of Year Reserves Protected from Offset (4% of 2027 HAP Budget Authority)	$	1,900,285
Amount of CY 2026 End of Year Reserves Offset by HUD as of 12/31/2026 Over 4%	$	(199,052)
2027 Initial HAP Budget Authority at 100% for Eligibility Purposes, net of offset	$	47,308,068
2027 Initial HAP Budget Authority (net of offset) at 99% Proration	$	46,834,987
Total 2027 HAP Funding Availability (Budget Authority Plus Carryover of HAP Reserves from Prior Year)	$	48,934,324
12-Months of EHV TPV HAP Revenue if Funded for CY 2027	$	924,000
Total 2027 HAP Funding Availability (Budget Authority Plus Carryover of HAP Reserves from Prior Year) Plus 12-Months of EHV TPV HAP Revenue if Funded for CY 2027	**$**	**49,858,324**
Projected 2027 HAP Expenses	**$**	**49,606,264**
Projected 2027 HAP Reserve Amount as of 12/31/2027	**$**	**252,060**
% of Total HAP Budget Authority for 2028		**0.5%**

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2025 HUD Shortfall Policies

PIH Notice 2025-13:

- 2025 Appropriations Act provided up to $200M in HAP Set Asides for additional funding to PHAs beyond their HAP renewal calculation.
- Created 9 categories for HAP Set Asides
  - AHA applied for the following categories: Prevention of Terminations Due to Insufficient Funding (shortfall), Project-based Vouchers, and HUD-VASH
  - AHA was awarded HAP Set Aside funding
- Applications for HAP Set Aside funding required certifications and some additional data from the Housing Authority

<u>This has been the common practice for HAP Set Aside funding for decades</u>

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2026 HUD Shortfall Policies

PIH Notice 2026-12

- 2026 Appropriations Act provided up to $400M in HAP Set Asides for additional funding to PHAs beyond their HAP renewal calculation.
- Starting in 2026 and for the first time in HUD's history, HUD:
  1. Created shortfall categories
     - Groups Housing Authorities by the number of shortfall funding awards since 2016 - AHA has been in shortfall twice since 2016 (2024 and 2025) and is currently in Group 1.
     - Creates more restrictions/requirements for each subsequent group
  2. Created new cost saving measures

Per HUD staff, HUD is projecting similar, if not more restrictive, shortfall policies for 2027

AHA's Cost Saving Measures

The AHA was in shortfall in 2025 and since then took the following cost-saving measures (to name a few):

- Suspended landlord incentives
- Decreased payment standards from 120% of Fair Market Rent (FMR) to 110% of FMR (2027 FMRs also decreased)
  - Used in the calculation of assistance paid on a unit and limits how much Housing Authority can pay on a unit
- Stopped the issuance of Housing Choice Vouchers to applicants
- Did not absorb port-in vouchers in 2025
- Now paying landlords through the move out date instead of through the end of the month
- Reinforced the 60-day deadline for PBV owners to request vacancy loss

HUD Email 10/28

HUD strongly encouraged all PHAs at risk of shortfall to consider implementing cost savings measures, including, but not limited to:

AHA has already taken these actions

- Cease issuance of new vouchers (except VASH and FYI)
- Reduce Payment Standards
- Assess Rent Reasonable policies
- Reducing use of HAP funding for non-HAP expenses

Not yet implemented

- **Pausing entering into new project-based voucher agreements and commitments**
- Adopting other cost savings measures outlined in PIH Notice 2025-28

Potential Consequences of 2027 Shortfall

Based on PIH Notice 2026-12, AHA would enter Shortfall Group 2 and would have to:

1. (Also applies to Group 1) Take cost saving measures (most of which the AHA is currently doing) including not issuing requests for proposals or selecting new PBV proposal or projects
2. Cease issuance of exception payment standards (not currently used)
3. Consider waiver request to apply payment decreases immediately
4. Only issue vouchers in permitted tenant-based leasing categories with prior HUD approval
5. Include in HAP Set Aside application a letter from the Board Chair that includes:
   - Acknowledgment that the PHA is at high risk of having to terminate assistance (including PBV HAP contracts) and that the board has reviewed the termination of assistance policies in the PHA's Administrative Plan
   - Identification of policies, procedures, and other actions the PHA will take to avoid future shortfall

Impact of Insufficient Funding

Per Administrative Plan policy, in order, (except where funding is exclusively earmarked for a program such as VASH):

1. Cease landlord incentives and vacancy loss payments *
2. Deny absorptions **
3. Cease issuance of new tenant-based vouchers *
4. Deny portability moves where AHA is billed and HAP will increase **
5. Deny PBV to HCV if HAP will increase **
6. Rescind applicant's HCV if no RFTA has been submitted ***
7. Rescind applicant's HCV if no lease has been submitted ***
8. **Terminate assistance of HCV (newest to oldest)**
9. Terminate PBV contracts (AHAP only first and then by expiration date of HAP from soonest to oldest)****

* Already in effect

** Ports and PBV to HCV are <5% of AHA's vouchers

*** Did not issue HCV to applicants in 2025 or 2026

**** Do not currently have AHAP

Summary of AHA's Financial Standing

2026

- **Not projecting shortfall** but are projecting to use all of 2026 Budget Authority and have about $2M remaining in reserves.

2027

- Due to HUD's projected 0% Renewal Inflation Factor and 99% Proration Factor, projecting to not have enough initial 2027 Budget Authority to cover expenses.
- If AHA receives additional, sufficient EHV-TPV funding for 2027 to cover current expenses, **AHA expects to have about $250k (or 0.5%) in reserves at 12/31/27**.
- If AHA does not receive any additional EHV-TPV funding for 2027 to cover current expenses, **AHA expects to be facing shortfall in 2027**.

Recap of RESHAP Request

Background: AHA currently has a Housing Assistance Payments (HAP) contract for 25 Project Based Voucher Units (mix of two-, three-, and four-bedroom units) at Alameda Point Collaborative. The City and RESHAP are looking to redevelop the area which will mean the termination of this HAP contract.

Summary of Request: By May 2027, sign an Agreement to Enter into a Housing Assistance Payments (AHAP) contract for 30 Project Based Voucher Units (mix of two- and three-bedroom units only) at Stardust Gardens Development.

Financial Impact of RESHAP Request*

Current HAP costs for 25 PBV units with APC: $ 906,314

Projected HAP costs for this request will include HAP costs associated with 30 PBV units **($1,163,331)** plus six (6) PBV to HCV for the current four-bedroom vouchers **($ 297,850)**, plus if needed, up to 19 PBV to HCV if the current two- and three-bedroom chose to leave the property **(Between $0 and $588,019)**

Projected spending of **at least $1,461,180 and at most $ 2,049,199** is more than current spending of $ 906,314.

Would expect to pay between $ 554,867 and $ 1,142,886 more if we were to move forward with RESHAP's request.

*Detailed breakdown can be found in the November 2026 BOC memo. These numbers are draft at this time and were sent to the City and RESHAP for comment.

Staff Recommendation

Provide direction to staff on what level of reserves the Board would like to see projected for 2027 in order to feel comfortable opening a PBV competition.

Issues to be considered include:

- EHV appropriations are currently unknown
- At this time 2027 shows only about $250k in reserves
- If all 2027 reserves are used, there would be no reserves remaining for 2028
- Any opening of a PBV RFP will have the language from PIH Notice 2025-28 which allows a PHA to rescind the award if they are in shortfall

Thank you!
Questions?

Vanessa Cooper

From: HA Info
Sent: Wednesday, October 28, 2026 1:42 PM
To: Vanessa Cooper; Louie So; Tonya Schuler-Cummins; Sepideh Kiumarsi; Michelle Zeng; mforde@nanmckay.com; Janet Lee
Subject: FW: An Important Message from Assistant Secretary Hobbs on HCV Budget Management

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From: HCV-Updates <HCV-Updates@hud.gov>
Sent: Wednesday, October 28, 2026 8:37:13 PM (UTC+00:00) Monrovia, Reykjavik
To: HA Info <hainfo@alamedahsg.org>
Subject: An Important Message from Assistant Secretary Hobbs on HCV Budget Management

[External Email]

Dear Executive Director:

I am writing with an update on the status of Housing Choice Voucher (HCV) program funding. We appreciate the efforts PHAs are making to administer their HCV programs within their available funds and there are some improvements nationally. However, HCV program expenditures continue to outpace available funds for the program – putting families at risk for terminations of assistance.

It is critically important that PHAs administer their HCV programs within their available budget authority, even if that means they must stop issuing turnover vouchers, ultimately reducing the overall number of families they serve. We understand these are not easy choices to make, but it is the fundamental expectation of HCV Program administration: you must stay within your budget.

While we do not yet know what the 2027 full-year appropriation will be for the HCV program, given that per-unit costs continue to outpace inflation at many PHAs, even at a 100 percent HAP proration factor, we expect HCV shortfall trends to continue. As you start planning for 2027, there is an opportunity to get ahead of any funding shortfall, as the outset of the year is when you have the best chance of taking control of your program's budget. Historic shortfall levels underscore how important it is for every PHA to understand its funding and anticipated spending.

To help your PHA manage its program budget leading into 2027, HUD is sharing your local *estimated* 2027 renewal funding inflation factor (RFIF) in the appendix below. This RFIF is subject to change but is useful for careful planning for next year.

Additionally, HUD's October update to the Two-Year Forecasting Tool incorporates the same estimated RFIF, a preliminary 2027 renewal proration factor of 99%, and Year 2 projections. Please use this tool now to anticipate your 2027 budget and plan accordingly. We are hosting monthly office hours to assist PHAs in effectively using these projection tools.

As your PHA builds its projections, HUD encourages you to carefully consider the use of any HAP reserves as part of your 2027 planning. Should Congress continue to provide HUD the statutory authority

to do so, HUD anticipates performing a statutory offset of PHAs' excess reserves in 2027.

For PHAs that are projecting a shortfall, policy changes made now to reduce costs will have a greater impact. To avoid terminations of assistance, we are strongly encouraging all PHAs to consider implementing cost savings measures, including, but not limited to:

- Ceasing issuance of new vouchers (with the exception of HUD-VASH vouchers and Foster Youth to Independence (FYI) vouchers)
- Pausing entering into new project-based voucher agreements and commitments (with the exception of public housing repositioning efforts)
- Reducing payment standards, including ending the use of any approved exception payment standards, and remaining within the basic range except for reasonable accommodations, as necessary
- Assessing rent reasonableness policies and procedures to ensure compliance with statutory and regulatory requirements
- Adopting other cost savings measures outlined in PIH Notice 2025-28, "Cost-Savings Measures in the Housing Choice Voucher (HCV) and Project-based Voucher program"
- For MTW PHAs, reducing or eliminating the use of HAP funding for non-HAP purposes as those expenditures generally are not eligible for shortfall award consideration

As a reminder, if your PHA believes it is at risk of shortfall in 2026 and you are not currently working with the SPT, please contact shortfallinquiries@hud.gov immediately. Given limited availability of shortfall funds, it is imperative that you work with the SPT.

HUD also is offering assistance to PHAs that need help with the Two-Year Tool or to develop projections for 2027. To get help, please email TYTQuestions@hud.gov with your PHA Code and "Request for Technical Assistance" in the subject line of the email.

Thank you for everything that you and your staff do to serve your community, and for all the continued efforts you are making to bring program costs in line within your available resources.

Sincerely,



Benjamin Hobbs
Assistant Secretary
Office of Public Housing and Indian Housing

Appendix: Program Estimates for 2027
This appendix provides program data that may be helpful for PHAs in estimating their overall HAP funding

eligibility for 2027. HUD cautions that these are only estimates. As a reminder, PHAs will not learn their 2027 funding levels until after Congress passes a final full-year appropriations bill.

In the annual appropriations act, Congress specifies how HUD is to calculate HAP renewal eligibility, and these factors are subject to change. Typically, however, the appropriations act requires HUD to rebenchmark HAP renewal formula eligibility based on validated Voucher Management System (VMS) leasing and cost data for the prior CY (January 1 – December 31). HUD then applies a renewal funding inflation factor (RFIF) to each PHA's prior year expenditures, along with any proration factor and funding offset. For further details please see PIH Notice 2026-12, pages 3-5.

Each year, HUD publishes the final Renewal Funding Inflation Factors after the appropriations act is finalized. The RFIFs reflect the amount of inflation estimated for your per unit costs in 2027. Until the RFIFs are published, they are subject to change. However, HUD has estimated what your PHA's RFIF will be in 2027:

PHA RFIF: 0%

Each PHA reports leasing (UML) and housing assistance payment (HAP) into VMS monthly, and from those data HUD estimates what the per unit cost is for your HCV program. The amount of change in the per unit cost over recent months can be an indicator of whether your HAP expenses are aligned with estimated inflation or are increasing at a pace higher than inflation. HUD has examined your PHA's per unit cost trend based on VMS data reported for January and July 2026 and annualized that average monthly PUC growth for comparison purposes. If your PUC trend is higher than your RFIF above, your PHA is likely at high risk of a funding shortfall in 2027. While the RFIF is not yet final, it is not appealable. HUD strongly recommends taking immediate cost-savings measures if your per unit cost inflation exceeds the RFIF or if there are other good reasons to believe that your PHA faces elevated shortfall risks in 2027.

PHA Projected Annualized PUC Growth: 0.55%

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

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

OFFICE OF PUBLIC AND INDIAN HOUSING

Special Attention of:
Public Housing Agencies
Public Housing Directors
Regional Public Housing Directors

Notice PIH 2026-12, Revision 2[1]

Issued: June 9, 2026
Originally issued May 6, 2026

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

Cross References
Notices: PIH 2013-28, 2015-17, 2017-06, 2018-09, 2018-12, 2019-01, 2021-08, 2022-18, 2023-04, 2025-13, 2025-19, 2025-28, 2026-02

Regulations: 24 CFR §§ 982.152(d), 982.155, 982.158, 982.404(e)(3), 982.405(j), 982.503(d)(2-4), 982.505(c)(3), 982.635, 983.51(f), 983.103(c)(2), 983.156(c), 983.261

Statutes: P.L. 105-276, 114-113, 119-75, 18 U.S.C. 287, 1001, 1010, 1012; 31 U.S.C. §§ 729, 3802; 42 U.S.C. §§ 1437, 5170, 44 U.S.C. §§ 3501-3520

Subject: Implementation of the Federal Fiscal Year 2026 Funding Provisions for the Housing Choice Voucher Program

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VIII. Contact 39

[1] This revision contains formatting and other stylistic changes, as well as minor textual changes to improve clarity.

Appendix A: Excerpt from The Consolidated Appropriations Act, 2026 (P.L. 119-75) A1
Appendix B: Shortfall Funding Availability, Shortfall Policies, Application Process, and Calculation of Department of Housing and Urban Development (HUD)-Confirmed Shortfall B1
Appendix C: HCV HAP Set-Aside Category 1: Prevention of Terminations of Assistance Due to Insufficient Funding C1
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Appendix H: HAP Set-Aside Category 6: HUD-VASH H1
Appendix I: HAP Set-Aside Category 8: Disaster I1
Appendix J: HAP Set-Aside Category 9: Non-Life-Threatening Inspection Withheld HAP J1
Appendix K: HAP Set-Aside Category 10: Mainstream Vouchers Increased Costs K1
Appendix L: Special Fee Category I: PHA Exception Payment Standard Elimination L1
Appendix M: Special Fee Category J: Secretary's Discretion M1

I. PURPOSE

This notice implements the Housing Choice Voucher (HCV) program funding provisions of the Consolidated Appropriations Act, 2026 (P.L. 119-75), referred to hereafter as "the 2026 Act," enacted on February 3, 2026. The 2026 Act establishes the methodology for calculating and allocating housing assistance payments (HAP) renewal funds, new incremental vouchers, and administrative fees.[2]

II. BACKGROUND

The HCV program is HUD's largest rental assistance program. The 2026 Act provides program funding, which HUD allocates to public housing agencies (PHAs) in accordance with the Act as described in this notice. Table 1 summarizes the 2026 Act appropriations for the HCV program.

Table 1: Calendar Year (CY) 2026 Appropriations for the HCV Program

Funding Category	Amount
HAP Renewal Funding	$34,557,000,000
HUD-Veterans Affairs Supportive Housing Program (VASH)	$15,000,000
Family Unification Program (FUP)	$30,000,000
Tenant Protection Vouchers (TPV)	$600,622,000
HAP Set-Aside	$400,000,000
Administrative Fees	$2,835,935,000
Total Available CY 2026 Appropriations	**$38,438,557,000**

III. SUMMARY OF CHANGES FROM PRIOR NOTICE

This year's notice makes changes from Notice PIH 2025-13, *Implementation of the Federal Fiscal Year (FFY) 2025 Funding Provisions for the Housing Choice Voucher Program*. While most of the content remains the same, some policy changes were made:

[2] This notice does not provide renewal funding calculations for the Emergency Housing Voucher program, the Moderate Rehabilitation program, or Single Room Occupancy program.

A. Housing Assistance Payments

- HCV program renewal funding includes renewal funding for Mainstream Vouchers; however, PHAs must continue to report Mainstream leasing and other data separately, as they do for all special purpose vouchers (SPVs). There is also a new HAP set-aside category for Mainstream.
- As required by the 2026 Act, HUD will consider PHAs' shortfall risk in determining the reserve offset applied to their renewal funding eligibility.
- For Moving to Work (MTW) Initial PHAs, HUD will implement a renewal offset based on their excess program reserves, including excess amounts associated with their "single fund budget authority," as the 2026 Act authorizes.
- HUD made substantial updates to the policies governing PHA eligibility for HAP set-aside funding to prevent terminations of assistance.
- There is a new exception to the Act's general prohibition against the use of fiscal year (FY) 2026 renewal funds for over-leased units. This exception is for PHAs that exceeded their 2025 authorized level of unit months authorized (UMAs) within available resources due to the transition of Emergency Housing Vouchers (EHVs) to the HCV program. This exception does not extend beyond the FY 2026 renewal calculation.
- HUD has added a reminder regarding SAM.gov's reporting requirements.

B. Administrative Fees

- HCV program administrative fee funding includes fee funding for Mainstream vouchers, while PHA reporting for Mainstream and the HCV program will remain separate.
- There is a new Special Fees category for PHAs that reduce their payment standards to the basic range.

IV. HOUSING ASSISTANCE PAYMENTS

This provides information on HAP for CY 2026, including the renewal calculation, HAP set-aside, new voucher funding, TPVs, and policy reminders.

A. Renewal Calculation

To calculate each PHA's renewal allocation for CY 2026, the 2026 Act requires HUD to re-benchmark renewal formula eligibility based on validated Voucher Management System (VMS) leasing and cost data for the prior CY (January 1, 2025 to December 31, 2025). The renewal provisions of the 2026 Act are provided in appendix A.

Each PHA has or will receive a funding letter with its specific funding calculations attached. If a PHA has questions related to the calculations or this notice, the PHA should contact its assigned financial analyst at HUD's Financial Management Center (FMC).

HUD uses the following steps to calculate HAP renewal eligibility for all non-MTW PHAs. Section IV.A.2. describes renewal eligibility for MTW Initial PHAs, and section IV.A.3. outlines HAP renewal eligibility for MTW Expansion PHAs.

1. Non-MTW PHAs

a. *Step 1: Establish Funding Baseline*

A new HAP funding baseline is established based on validated leasing and cost data for CY 2025.[3] This baseline may not exceed the unit months available (UMA) under the PHA's Annual Contributions Contract (ACC) for CY 2025,[4] except in cases where unit months leased (UML) exceeds UMA within available resources due to the transition of EHV families to the HCV program. The baseline includes Mainstream HAP cost data.

b. *Step 2: Adjust for First-Time Renewals*

Allocations are adjusted for first-time renewals[5] of some TPVs and SPVs such as HUD-VASH, FUP, and The Melania Trump Foster Youth to Independence (FYI) vouchers for which the initial increment expires in CY 2026. For increments funded for less than 12 months in CY 2025, the renewal funding enclosure will indicate the amount of first-time renewal funding provided for CY 2026.

c. *Step 3: Apply Renewal Funding Inflation Factor (RFIF)*

After all adjustments under step 2 have been applied to the funding baseline established in step 1, HUD applies the RFIF to account for inflation. PHA RFIFs are published by HUD's Office of Policy Development and Research on HUD User.

d. *Step 4: Apply Proration Factor*

HUD determines the total HAP renewal funding eligibility (steps 1-3) for all PHAs and compares that amount to the total HAP renewal funds available under the 2026 Act to determine a proration factor. This proration factor is then applied to each PHA's CY 2026 eligibility. A proration of less than 100 percent is applied if nationwide eligibility exceeds the available HAP renewal funding. The CY 2026 proration factor for HCV is estimated to be 100 percent, although it is subject to change.

[3] Leasing and cost data includes expenditures using abated and withheld HAP for moving expenses under 24 CFR 982.404(e)(3) and for homeownership assistance payments under 24 CFR 982.635.

[4] In rare instances where vouchers were transferred from one PHA to another during the re-benchmarking period, the leasing and cost data of the PHAs will be adjusted to ensure that the leasing and costs represented by the transferred vouchers are properly accounted for in the eligibility determinations.

[5] The reissuance of relocation TPVs (see section 6 of Notice PIH 2018-09, *Implementation of the Federal Fiscal Year (FFY) 2018 Funding Provisions for the Housing Choice Voucher Program*) and of vouchers originally issued to families under the Disaster Voucher Program/Disaster Housing Assistance Payments-Ike (DVP/DHAP-Ike) is not permitted. A PHA's Consolidated ACC will be reduced by the number of DVP/DHAP-Ike vouchers and relocation TPVs sunsetted in CY 2025. The CY 2025 costs associated with these units will also be reduced from the HAP funding baseline in step 1.

e. ***Step 5: Offset Excess HAP Reserves***

The 2026 Act provides that HUD may perform an offset of excess reserves. The specific offset calculations differ for MTW Initial and Expansion PHAs and non-MTW PHAs. The MTW Initial PHA offset is discussed further in the next section.

For non-MTW and Expansion MTW PHAs, the 2026 Act provides that HUD may offset PHAs' CY 2026 allocations based on the excess amount of HAP program reserves to include PHAs' restricted net position (RNP) and HUD-held reserves (in accordance with VMS data in CY 2025 that is verifiable and complete), as determined by the Secretary. The 2026 Act further provides that the offset may be used to prevent the termination of rental assistance for families as the result of insufficient funding, as determined by the Secretary, and to avoid or reduce the proration of renewal funding allocations.

The 2026 Act includes a new provision applicable to all PHAs that excess amounts shall not be offset if the offset will result in the PHA being put in a CY 2026 shortfall position, as estimated by HUD prior to the offset's implementation. HUD estimates potential shortfall position by comparing 2026 renewal eligibility and available reserves against projected expenditures for the PHA's HCV program using an averaged per unit cost increase estimate.

HUD will perform a reserve offset impacting some non-MTW and MTW Expansion PHAs for CY 2026. Offsets will come from excess program reserves reconciled through December 31, 2025. HUD provides detailed offset calculations in each PHA's renewal allocation enclosure. HUD will protect from offset reserve amounts up to 4, 6, or 12 percent of PHAs' calculated CY 2026 renewal funding eligibility, for PHAs administering 500 or more, 250 to 499, or fewer than 250 authorized vouchers, respectively.

2. MTW Initial PHAs

The MTW Initial Agencies' renewal funding is determined pursuant to their Standard MTW Agreements and appropriations requirements. The CY 2026 renewal eligibility calculation for SPVs will be based on VMS expenses reported in CY 2025, adjusted for inflation by the PHA's 2026 RFIF. HUD is directed by the 2026 Act to apply the same proration factor to the HCV HAP renewal allocations for MTW Initial PHAs as is applied to all other PHAs.

The 2026 Act provides that MTW Initial PHAs are also subject to an offset of excess reserves, including excess amounts previously allocated in accord with the provisions of their MTW Agreements (sometimes called "single fund budget authority"), to the extent permitted under section 239 of the Consolidated Appropriations Act, 2016 (P. L. 114-113). HUD will provide additional details

about the MTW Initial PHA offset, including information on appeal policies and procedures, in a separate PIH notice. HUD will send an email notification directly to each MTW Initial PHA once published.

3. MTW Expansion PHAs

HAP renewal funding eligibility for MTW Expansion PHAs[6] will be calculated based on their actual expenses for the previous calendar year (known as the re-benchmark year). For CY 2026, the renewal calculation will include Mainstream HAP expenses per CY 2025 VMS reporting. Mainstream are special purpose vouchers and may be used only to assist Mainstream-eligible households. Consistent with the provisions of the MTW Operations Notice, or any successor notice, MTW Expansion PHAs' actual expenses include: 1) the previous CY's HAP expenses reported in VMS, and 2) the previous CY's eligible non-HAP MTW expenses reported in VMS. For both HAP and non-HAP MTW expenses, the reported expenses must have been paid from an eligible source of funds as described in paragraph 5(b)(iii)(c) of the MTW Operations Notice to be included in the HAP renewal funding baseline.

In addition, MTW HAP renewal funding is subject to a MTW renewal eligibility cap derived from the number of units authorized under the MTW Expansion PHA's Annual Contributions Contract (ACC), as described in paragraph 5(b)(iii)(d) of the MTW Operations Notice. Except in those cases described in the next paragraph, the lower of the total combined HAP and non-HAP expenses or the MTW renewal eligibility cap will then be adjusted by the RFIF and any national HCV renewal proration factor to determine the MTW Expansion PHA's actual CY HAP renewal funding.

In cases where the PHA's actual 2025 HAP expenses alone (excluding non-HAP expenses and any HAP expenses attributable to over-leased units where applicable) exceed the MTW renewal eligibility cap, HUD will use the actual HAP expenses instead of the MTW renewal eligibility cap as the baseline for calculating the PHA's 2026 renewal funding eligibility.[7] Additional information and examples can be found within the MTW Operations Notice.

MTW Expansion PHAs are subject to offset based on the same methodology as HUD applies to non-MTW agencies. MTW Expansion PHAs may utilize their funds in accordance with the MTW Operations Notice.

B. HAP Set-Aside

1. Overview, Application, and Award Process

The 2026 Act provides up to $400,000,000 for the HAP set-aside, through which HUD makes available additional funding to PHAs beyond their HAP renewal

[6] Two Initial MTW PHAs joined the MTW Expansion program pursuant to the MTW Operations Notice in CY 2026. For purposes of this notice, they are considered Expansion PHAs.

[7] *Operations Notice for the Expansion of the Moving to Work Demonstration Program Technical Revisions* (90 FR 13189).

calculation. There are 10 categories for HAP set-aside adjustments. However, the projected demand for shortfall funding in 2026 is significant; therefore, there likely will be very limited or possibly no funding available for other categories. As a result, some or possibly all the other categories may not get funded at all. The order in which categories are presented does not reflect priority. PHAs may apply for more than one category of funding and eligibility under funding categories 2-10 does not impact the award amount of the other categories. Category 10, Mainstream Vouchers Increased Costs, is new this year and is only applicable to these vouchers. Because funding for Mainstream vouchers is now rolled into funding for HCVs overall, Mainstream may also be part of a PHA's application under other categories, too. EHVs are not eligible for any HAP set-aside categories.

PHAs must apply for each HAP set-aside category using the instructions in this section and the applicable application appendices. PHAs must apply by the deadline listed in table 2. Further application instructions follow table 2.

Table 2: HAP Set-Aside Categories, Deadlines, and Application Links

HAP Set-Aside Category	Deadline	Application Link
Category 1: Prevention of Terminations Due to Insufficient Funding (Shortfall)	Friday, January 29, 2027 no later than 5 p.m. local time	Category 1 Application
Category 2: Unforeseen Circumstances	Friday, June 26, 2026 no later than 5 p.m. local time	Category 2 Application
Category 3: Portability	Friday, June 26, 2026 no later than 5 p.m. local time	Category 3 Application
Category 4: Project-Based Vouchers	Friday, June 26, 2026 no later than 5 p.m. local time	Category 4 Application
Category 5: MTW Expansion PHAs Development Adjustment	Friday, June 26, 2026 no later than 5 p.m. local time	Category 5 Application
Category 6: HUD-VASH	Friday, September 25, 2026 no later than 5 p.m. local time	Category 6 Application
Category 7: Lower-than-Average Leasing	N/A	N/A
Category 8: Disaster	Friday, December 18, 2026 no later than 5 p.m. local time	Category 8 Application
Category 9: Non-Life-Threatening Inspection Withheld HAP	Friday, June 26, 2026 no later than 5 p.m. local time	Category 9 Application
Category 10: Mainstream Vouchers Increased Costs	Friday, June 26, 2026 no later than 5 p.m. local time	Category 10 Application

All requests must be submitted through DocuSign, an online electronic document management platform. PHAs must complete all fields within the applicable DocuSign form, as well as provide all required documentation and calculations, as applicable. Incomplete requests, requests received after the deadline, and requests not submitted through DocuSign will not be considered. PHAs are encouraged to review detailed DocuSign instructions, including a video tutorial, on the HAP set-aside application process.

PHAs are urged to confirm application data and attachments for completeness and accuracy prior to submission to avoid having to resubmit applications, per instructions and/or requirements provided within each category's application appendix. If more than one application is submitted by a PHA for a specific category, the system will automatically overwrite older applications and keep the most recent application received**.** Only the last application received by the deadline date will be reviewed.

Failure to provide any of the required documents and information within DocuSign as instructed will result in denial of the application. Please be aware that DocuSign will not process applications without signatures; therefore, HUD will not receive them for review. Upon successful submission, executive directors will receive a confirmation email from the DocuSign system within the same day as the submission.

As noted above, the projected demand for shortfall funding is significant. Most, if not all, of the HAP set-aside will likely be exhausted by the shortfall category. HUD reserves the right to fund one, some, or all categories. HUD may prioritize categories with the greatest need and prorate categories depending on the amount of funds available. Awards will be made to eligible PHAs in accordance with need, as determined by HUD, following an application by the PHA as described throughout this section of the notice. HUD has the authority to provide adjustments to PHAs' allocation for all HAP set-aside categories. Based on availability of funds, awards could be reduced, in whole or in part. While PHAs may apply for multiple categories, HUD will only award to cover a specific need once.

Reporting and recording of awarded HAP set-aside are included as part of the PHA's HCV administrative financial records under Assistance Listing 14.871. HAP set-aside application links through DocuSign will be active on June 1, 2026. All award announcements will be made via email.

2. HAP Set-Aside Categories

a. *Category 1: Prevention of Terminations Due to Insufficient Funding (Shortfall)*

HAP Set-Aside Category 1: Prevention of Terminations Due to Insufficient Funding (Shortfall) is for PHAs that, despite taking reasonable cost-savings measures as determined by the Secretary, would otherwise be required to terminate participating families from the program due to insufficient funding, also known as funding shortfall. In addition to funds available through the HAP set-aside, this category may also be funded in whole or in part through the offset described in section IV.A.1.e., but the requirements, application process, and appendices of this notice apply regardless of the funding source. While preventing terminations of assistance is HUD's highest priority in allocating HAP set-aside funds, HUD's projections indicate that PHA demand

for funding under Category 1 likely will exceed available funds this year. Because of this risk, HUD is implementing significant policy changes in Category 1 for 2026, as explained below and in appendix B.

When a PHA's HAP expenses are on track to exceed its available budget authority plus any available HAP reserves, the PHA is considered to have a funding shortfall. A funding shortfall is evidence that the PHA's funding, policy, and leasing decisions have created an extreme risk that the PHA will have to terminate assistance for families. While, in some cases, funding or market factors beyond the PHA's control contribute to shortfall, it is important for PHAs to understand that the availability of shortfall funds is not guaranteed and being in a shortfall position may indicate the PHA is not properly and effectively administering the program and has inadequate financial oversight and planning. As a reminder, PHAs administering the program must manage their programs within their annual budget authority (ABA) (plus any available reserves, if necessary) and PHAs should not assume that shortfall funds will be available in their financial planning process.

Upon determination that shortfall funds are not adequate to fund all shortfall need, HUD may prioritize or prorate an award to a PHA based on any or all of the following criteria:

- Availability of funds and estimated shortfall need
- Number of times PHA has been in shortfall
- Percentage shortfall need is of ABA, e.g., reducing an award for any shortfall amounts over certain percent of ABA
- Complete applications received prior to September 15, 2026
- PHA adoption of cost-increasing policies after enactment of the 2026 Act on February 3, 2026
- Failure to comply with any shortfall requirements, including requirements pertaining to unallowable new admissions

HUD may also assess the availability of non-HAP sources of funds that a PHA could use to pay for a portion of its shortfall need in accordance with Notice PIH 2013-28 and section IV.F.4 of this notice. HUD may reject a PHA shortfall funding application or may reduce or rescind a PHA's 2026 shortfall funding award if the PHA fails to comply with any of the requirements described in this section or appendix B.

PHA Eligibility: HUD must make the determination that a PHA's HCV program is in shortfall for the PHA to be eligible for funding under this category.[8] Further policies regarding PHA eligibility are in appendix B.

[8] PHAs with specific questions on the calculation and determination of a HUD-confirmed shortfall should contact SPT at ShortfallInquiries@hud.gov. The subject line of the email must include the PHA's code (e.g., TX001).

Application and Award Process: PHAs must complete and sign the application for Category 1: Prevention of Terminations Due to Insufficient Funding (shortfall) by the deadline and through the DocuSign link in table 2.[9] An example of the application is in appendix C. PHAs are required to apply for shortfall funds only once, although they must continue working with the Shortfall Prevention Team (SPT) until such time that HUD releases them. HUD determines the PHA's eligibility for awards and the timing of the award based on the policies described here and in appendix B.

HUD will notify PHAs of their estimated shortfall award in writing. If HUD determines later that prioritization and proration policies must be applied due to HUD's lack of available funds for all of the shortfall need, the PHA will be notified of the prioritization or proration policies that were applied to calculate the amount of the award the PHA qualifies for, which may be a reduction from previously advanced funding.

PHAs that have concerns about potential shortfalls should contact HUD at ShortfallInquiries@hud.gov.

b. ***Category 2: Unforeseen Circumstances***

HAP Set-Aside Category 2: Unforeseen Circumstances is for PHAs that experience an unforeseen circumstance within the re-benchmarking period that the PHA could not reasonably have anticipated and was out of the PHA's control.

PHA Eligibility: The 2026 Act provides that the PHA must experience a significant HAP cost increase, as defined by the Secretary. HUD is establishing the following criterion for significant cost increase to be eligible for this category of funding:

> *The PHA's latest validated 2026 per unit cost (PUC) per VMS must exceed the PUC HUD used to determine the PHA's CY 2026 renewal funding (the CY 2026 Renewal PUC) by two percent or more.*

HUD will use the most recent validated VMS data available at the time of calculation to calculate PHA eligibility. PHAs with 2 months or more of reserves will not be considered for funding under this category at this time.

Application and Award Process: PHAs must complete and sign the application for Category 2: Unforeseen Circumstances by the deadline and through the DocuSign link provided in table 2.[10] An example of the application is in appendix D.

[9] Instructions detailing the DocuSign application process as well as a link to the video tutorial on this process are posted at HCV HAP Set-Aside Applicant DocuSign Instructions.

[9] See previous footnote.

For PHAs (both Non-MTW and MTW Initial and Expansion), the funding award amount will be calculated as follows, using the most recent validated VMS data available:

- HUD determines the difference between the increased PUC and the PHA's CY 2026 HAP renewal PUC.
- The increased PUC is calculated by dividing total HAP costs by the UML of the most recent month.
  - For non-MTW PHAs, the HCV CY 2026 HAP renewal PUC is located in the 2026 HCV Renewal Enclosure A, line 29, described as CY 2026 Inflated PUC.
  - For MTW Expansion PHAs, the HCV CY 2025 HAP renewal PUC is located in the 2026 HCV Renewal Enclosure A, line 31, described as CY 2026 Inflated Per Unit Cost.
  - For MTW Initial PHAs, the PUC information is located by the prorated eligibility amount on the PHA's renewal enclosure.
- The difference is then multiplied by the PHA's most recent month's UML, then by the number of months remaining in 2026 to determine the total funding amount. An example of this calculation is in table 3. In this example, the PHA's PUC increased 23 percent, which meets the eligibility criteria for application review due to significantly increased costs. The PHA is eligible for $142,500.

Table 3: Example Calculation for Unforeseen Circumstances HAP Set-Aside Award

Step	Action	Amount	Notes
1	Most recent month's PUC (in this example, July's PUC)	$500	HUD will use the most recent validated month of VMS reporting.
2	PHA's CY 2026 PUC (2026 HCV Renewal Enclosure A, line 29 for non-MTW PHAs and line 31 for MTW Expansion PHAs, described as CY 2026 Inflated Per Unit Cost)	$405	MTW Initial PHA renewal enclosures have a different format. PUC information can be found by the prorated eligibility amount.
3	Difference between the PUCs	$95	
4	Is the difference between the 2 PUCs 2% or more than the CY 2026 PUC (line 1 divided by line 2, must be greater than 1.02)?	23%	
5	Most recent month's unit months leased	300	HUD will use the most recent validated month of VMS reporting.
6	Unit months leased (line 5 * 5 months)	1,500	Multiplied by the number of months remaining in CY 2026.
7	Total Request/Eligibility (line 3 * line 6)	$142,500	

c. ***Category 3: Portability***

HAP Set-Aside Category 3: Portability is for PHAs that experience a significant increase in HAP renewal costs due to portability.

PHA Eligibility: To be eligible for funding under this category, the PHA must have experienced a significant increase in renewal costs due to portability for tenant-based rental assistance under section 8(r) of the U.S. Housing Act of 1937.

To determine eligibility, HUD will compare the average HAP PUC for the re-benchmarking period (January 1, 2025 to December 31, 2025) to the average Port-out Vouchers HAP PUC based on year-to-date reporting in the Inventory Management System/Public and Indian Housing (PIH) Information Center (IMS/PIC) as of May 29, 2026. The difference between the portability average PUC and 110 percent of the program-wide average PUC is multiplied by the year-to-date total UML for the "Port Vouchers Paid" reported in IMS/PIC, extrapolated to 12 months. If the portability average HAP exceeds 110 percent of the HCV program-wide average HAP PUC for the re-benchmarking period, the PHA will be eligible under this category.

Application and Award Process: PHAs must complete and sign the application for Category 3: Portability by the deadline and through the DocuSign link provided in table 2.[11] An example of the application is in appendix E.

d. ***Category 4: Project-Based Vouchers***

HAP Set-Aside Category 4: Project-Based Vouchers is for PHAs, including MTW PHAs, that withheld vouchers during the CY 2025 re-benchmarking period to meet a commitment for Project-Based Vouchers (PBV) to make an adjustment to account for those units.

PHA Eligibility: To be eligible for funding under this category, a PHA must show that vouchers were withheld from use during the CY 2025 re-benchmarking period to be available to meet a commitment for PBV assistance under section 8(o)(13) of the U.S. Housing Act of 1937. Adjustments apply to vouchers withheld pursuant to either an Agreement to enter into HAP contract (AHAP) or a notice of selection under 24 CFR 983.51(f) for newly constructed or rehabilitated housing. Adjustments do not apply to existing housing, as there is no waiting period for existing housing PBV commitments and, accordingly, there is no need to withhold vouchers for such commitments. Adjustments will not be made under any circumstances for units under an AHAP commitment or notice of selection that, when added to units under lease for CY 2025, exceed the PHA's baseline units under ACC for CY 2025. (The PHA would not have been able to lease those withheld vouchers during CY 2026 due to the restriction on over-leasing.) As with all other HAP set-aside categories, EHVs are not eligible for funding under this category. Rental Assistance Demonstration (RAD) PBV units are not eligible under this category either.

[11] Instructions detailing the DocuSign application process as well as a link to the video tutorial on this process are posted at HCV HAP Set-Aside Applicant DocuSign Instructions.

To be eligible for HAP set-aside funding, the HAP contract[12] must be executed within CY 2026. If the HAP contract has not been executed by the application submission date, the PHA must state when the HAP contract will be executed.

Application and Award Process: PHAs must complete and sign the application for Category 4: PBV by the deadline and through the DocuSign link provided in table 2.[13] An example of the application is in appendix F.

e. ***Category 5: MTW Expansion PHAs Development Adjustment***

HAP Set-Aside Category 5: MTW Expansion PHAs[14] Development Adjustment is for eligible MTW Expansion PHAs that can demonstrate a need for adjustment funding. MTW Expansion PHAs may receive this adjustment for an MTW-eligible commitment/activity to develop affordable housing that is not a PBV commitment. For PBV Commitments, MTW Expansion PHAs should apply under Category 4 above.

PHA Eligibility: Only MTW Expansion PHAs are eligible under this category. The PHA must have received their MTW designation prior to the date of obligation and demonstrate funds were obligated by the PHA but not expended during CY 2025 and provide supporting documentation that the obligated funds are for an MTW-eligible commitment/activity for the development of affordable housing. "MTW designation" is defined as the date the MTW Expansion PHA's MTW ACC Amendment is fully executed. The date of MTW ACC Amendment execution is the date that HUD countersigns the MTW ACC Amendment.

Adjustments only apply to obligations made and not expended in CY 2025 and to support planned expenditures in CY 2026. As for all HAP set-aside categories, EHVs are not eligible for funding under this category. RAD PBV units are not eligible under this category.

Application and Award Process: MTW Expansion PHAs must complete and sign the application for Category 5: MTW Expansion PHAs Development Adjustment by the deadline and through the DocuSign link provided in table 2. [15] An example of the application is in appendix G.

[12] On February 13, 2026 (91 FR 6865), HUD provided public notice of its intent to make a PHA-owned certification form available, which PHAs will have the option to use in lieu of a HAP contract upon the effective date of new regulations to be published at 24 CFR § 983.204(e). Once that option becomes effective, PHAs may substitute the PHA-owned certification, if applicable, for the HAP contract requirements described in this section.

[13] Instructions detailing the DocuSign application process as well as a link to the video tutorial on this process, can be accessed by clicking on the following link: HCV HAP Set-Aside Applicant DocuSign Instructions.

[14] Initial MTW PHAs joined the MTW Expansion program pursuant to the MTW Operations Notice in CY 2026, are considered MTW Expansion PHAs for purposes of this notice and are eligible under this category.

[15] Instructions detailing the DocuSign application process as well as a link to the video tutorial on this process, can be accessed by clicking on the following link: HCV HAP Set-Aside Applicant DocuSign Instructions.

Awards for eligible applications will be calculated based on the lower of the requested amount and the difference between the PHA's 2026 renewal eligibility based on the re-benchmarking formula, and the CY 2026 maximum renewal eligibility based on total authorized units at the inflated PUC. These two totals are provided within Renewal Enclosures, line 20 in the CY 2025 Renewal Funding Enclosure and line 16 of the 2026 Renewal Funding Enclosure, respectively. Awards will be capped at $2,500,000 per PHA. Finally, for the PHAs submitting obligations for more than one project, the adjustment per project may receive a proration if the total funding adjustment exceeds the delta and/or cap.

f. ***Category 6: HUD-VASH***

HAP Set-Aside Category 6: HUD-VASH is for PHAs that administer HUD-VASH vouchers and can demonstrate a need for adjustment funding.

PHA Eligibility: Only PHAs that administer HUD-VASH are eligible under this category. The PHA can demonstrate eligibility in one of two ways:

PUC Increase

For PHAs whose current HUD-VASH PUC per the most recent month's VMS reporting is higher than their CY 2026 HUD-VASH HAP PUC. HUD will calculate eligibility under this category.

Eligibility is determined by comparing the average VMS reported HUD-VASH PUC for the current year (through the latest month for which data has been reported at the time of calculation) to the CY 2026 HUD-VASH HAP PUC, then multiplying the difference between the PUCs by the funded UMLs.

Leasing Increase

For PHAs whose total HUD-VASH leasing for CY 2026 will exceed the leasing level included in their renewal funding, plus the leasing that will be supported by the RNP and HUD-held reserves, HUD will calculate eligibility under this category.

Eligibility is determined by adding UMLs for all the CY 2025 validated VMS data available to a projection for the remainder of the CY and comparing that total to the initial funded HUD-VASH UMLs (limited to 100 percent of the PHA's UMAs), then multiplied by the CY 2026 PUC.

Application and Award Process: PHAs must complete and sign the application for Category 6: HUD-VASH by the deadlines and through the DocuSign link provided in table 2. [16] An example of the application is in appendix H.

[16] Instructions detailing the DocuSign application process as well as a link to the video tutorial on this process, can be accessed by clicking on the following link: HCV HAP Set-Aside Applicant DocuSign Instructions.

g. ***Category 7: Lower-than-Average Leasing***

Due to anticipated Category 1: Prevention of Terminations Due to Insufficient Funding (shortfall) funding needs, HUD does not expect to have any available HAP set-aside funding for the Lower-than-average Leasing category. As a result, HUD will not review applications for funding under this category for CY 2026.

h. ***Category 8: Disaster***

HAP Set-Aside Category 8: Disaster is for PHAs that have experienced increased costs or loss of units in an area for which the President declared a disaster under title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5170 et seq.) in CY 2025 or CY 2026.

PHA Eligibility: To be eligible for funding under this category, the PHA must have experienced increased or loss of units in an area for which the President declared a disaster under title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C 5170, et seq.) in CY 2025 or CY 2026. The funding provided through this category will address the impact disasters have had on CY 2026 expenses. There are two ways the PHA can be eligible under this category:

- *Loss of Units Due to Disaster:* This adjustment is provided to assist the PHA in increasing the number of families under lease, not to exceed 100 percent of the PHA's authorized units, to help address housing needs in the impacted community. HUD will use the most recently reported and validated month's VMS data to determine the number of units currently under lease. HUD will use the higher of: (1) the PHA's most recently reported and validated month's VMS data or (2) the 3-month average for the most recent reported and validated VMS data to determine the PUC to calculate the funding adjustment. However, if the PHA requests and HUD approves the PHAs request for increased PUC, the approved PUC will be used to calculate the increased leasing adjustment, as well as to make the increased PUC adjustment for the PHA's HCV program as a whole.

- *Increased Costs:* The PHA may request an adjustment for a higher PUC. The requested PUC must be higher than the higher of the most recent reported and validated PUC in VMS or the most recent three-month average reported and validated in VMS. The requested adjustment must be supported by documentation that the PHA is required to include with their application. For example, the PHA may provide data supporting the higher requested PUC by providing IMS/PIC data for recent new admissions and/or recent movers or other data supporting its request for a funding adjustment.

Application and Award Process: PHAs must complete and sign the application for Category 8: Disaster by the deadline and through the DocuSign link provided in table 2.[17] An example of the application is in appendix I.

i. Category 9: Non-Life-Threatening Inspection Withheld HAP

HAP Set-Aside Category 9: Non-Life-Threatening (NLT) Inspection Withheld HAP[18] is for PHAs that withheld HAP during the CY 2025 re-benchmarking period as part of their implementation of the NLT inspection option under section 8(o)(8)(A)(ii) of the U.S. Housing Act of 1937 and to make an adjustment to account for HAP payments that were subsequently paid after the re-benchmarking period.[19]

PHA Eligibility: To be eligible for funding under this category, a PHA must have adopted the NLT Inspection option within its Administrative Plan and withheld HAP in CY 2025. The PHA must demonstrate that after January 22, 2026, when HUD established the PHA's HAP renewal funding baseline to calculate the CY 2026 renewal allocation (step 1 described in section IV.A. of this notice), the PHA subsequently paid the owner housing assistance payments that were withheld during CY 2025 in accordance with the requirements of the NLT initial inspection option.

Because these HAP costs that were withheld under the NLT inspection option in CY 2025 and paid retroactively after HUD established the PHA's HAP renewal baseline for the CY 2026 renewal allocation are not currently reflected in the PHA's renewal funding, the PHA is eligible for a funding adjustment under this HAP set-aside category.

To be eligible, PHAs must enter their HAP expense amounts for NLT Inspection Withheld HAP in VMS. For entries made after January 22, 2026, the PHA must include a Prior Month Correction (PMC) in the month which the HAP expense was incurred. Additionally, the PHA must enter a comment into the *Comments* field located on the Expense/Comments tab. The comment will reflect the amount of the HAP expenses entered. Examples of PMC comments include:

- July 2025 Comment: NLT withheld HAP expenses for July 2025 is $1,000
- November 2025 Comment: NLT HAP expenses for November 2025 is $1,250

[17] Instructions detailing the DocuSign application process as well as a link to the video tutorial on this process, can be accessed by clicking on the following link: HCV HAP Set-Aside Applicant DocuSign Instructions.
[18] The 2026 Act specifies that this adjustment is for retroactive payments under the NLT initial inspection option. Accordingly, a retroactive payment that a PHA may have made under any other circumstance is not covered and the PHA is not eligible to apply for HAP set-aside funding to cover that retroactive payment.
[19] For detailed guidance on the NLT initial inspection option, please see 24 CFR 982.405(j).

In calculating the amount of HAP funding for which the PHA is eligible, HUD will adjust the retroactive HAP amount identified by the PHA by the applicable RFIF and proration factor used to determine the PHA's CY 2026 renewal allocation in steps 3-4 in section IV.A.

Application and Award Process: PHAs must complete and sign the application for Category 9: Non-Life-Threatening Inspection Withheld HAP by the deadline and through the DocuSign link provided in table 2.[20] An example of the application is in appendix J.

HUD will confirm that the prior month corrections entered into VMS match the information provided by the PHA.

j. ***Category 10: Mainstream Vouchers Increased Costs***

HAP Set-Aside Category 10: Mainstream Vouchers Increased Costs is for PHAs that administer Mainstream and can demonstrate a need for adjustment funding.

PHA Eligibility: Only PHAs that administer Mainstream are eligible under this category. This category is for PHAs whose current Mainstream PUC per the most recent month's VMS reporting is higher than their CY 2026 renewal HAP PUC. HUD will calculate eligibility under this category.

Eligibility is determined by comparing the average VMS reported Mainstream PUC for the current year (through the latest month for which data has been reported at the time of calculation) to the PHA's CY 2026 renewal PUC, then multiplying the difference between the PUCs by the funded UMLs. HUD will also consider PHAs' Mainstream RNP and HUD-held reserves (program reserves) in determining eligibility.

Application and Award Process: PHAs must complete and sign the application for Category 10: Mainstream Vouchers Increased Costs by the deadline and through the DocuSign link provided in table 2.[21] An example of the application is in appendix K.

C. HAP Funding for New Vouchers

The 2026 Act provides HAP funding for new incremental vouchers for HUD-VASH and FUP. The details of these new incremental vouchers and associated HAP funding are described in this section.

[20] Instructions detailing the DocuSign application process as well as a link to the video tutorial on this process, can be accessed by clicking on the following link: HCV HAP Set-Aside Applicant DocuSign Instructions.
[21] See previous footnote.

1. **HUD-VASH**
   The 2026 Act provides $15,000,000 for the HUD-VASH program. Of the $15,000,000 total, at least $5,000,000 will be used for new incremental HUD-VASH vouchers, and up to $10,000,000 may be used for administrative fees and other HUD-VASH program costs. As provided by the 2026 Act, HUD-VASH vouchers will be awarded based on geographic need and PHA administrative performance. HUD will issue comprehensive guidance on the 2026 HUD-VASH voucher allocation and any HUD-VASH administrative funding at a later date. Note that all PHAs are responsible for tracking new units and funding for special purpose vouchers (SPVs), such as HUD-VASH vouchers, to include new incremental vouchers and renewals. HUD-VASH funds can only be used for the intended purposes and are not subject to MTW fungibility provisions.

2. **Family Unification Program**
   The 2026 Act provides $30,000,000 for new incremental voucher assistance for the FUP. Of this amount, HUD plans to award $5,000,000 for FUP through an FY 2026 FUP Notice of Funding Opportunity (NOFO). The remaining $25,000,000 is limited to use on behalf of FUP-eligible youth under FYI initiative. In accordance with the 2026 Act, HUD will make these Melania Trump FYI initiative funds available on a non-competitive basis under Notice PIH 2023-04 or any subsequent notice.

   The 2026 Act also provides that any PHA administering voucher assistance appropriated in a prior Act under the FUP, or competitively under the 2026 Act, that determines that it no longer has an identified need for such assistance upon turnover, shall notify the Secretary, and the Secretary shall recapture such assistance from the agency and reallocate it to any other PHA(s) based on need for FUP voucher assistance. This includes assistance made available under the Melania Trump FYI initiative. In addition, HUD will review PHAs' utilization of any non-competitive amounts and awards and will recapture and reallocate any unused amounts in accordance with the 2026 Act. HUD will implement these provisions through guidance at a later date.

   All PHAs are responsible for tracking new units and new funding for SPVs. FUP funds, including those made available under the Melania Trump FYI initiative, can only be used for the intended purposes and are not subject to MTW fungibility provisions.

D. Tenant Protection Vouchers

1. **Definition**
   Tenant Protection Vouchers (TPVs) are provided to protect HUD-assisted families from hardship as the result of a variety of actions that occur in HUD's Public Housing (Low-Rent), Multifamily Housing portfolios, and Moderate

Rehabilitation properties.[22] Therefore, if the PHA applies for and is awarded replacement TPVs, it must offer the replacement TPVs in the form of tenant-based assistance (or as project-based assistance for certain conversion actions) to eligible families impacted by the housing conversion action.[23] While the PHA is required to offer the replacement TPV to the eligible impacted family, in the context of Public Housing conversions, the PHA has discretion, at the time of the TPV offer, to inform all families that the family is not required to accept the TPV, and that, if the family chooses, at the family's sole discretion, not to accept the TPV, the PHA intends to offer the family another form of housing.

HUD's policy for 2025 and many prior years provided replacement TPVs for vacant units that were occupied by an assisted family in the previous 24 months, which has been the maximum period provided for under recent HUD appropriations acts. Due to the need to constrain future costs and potentially large numbers of replacement TPV requests in 2026, TPVs will only be provided in 2026 for vacant units that were occupied by an assisted family in the previous 12 months, subject to the caveats below. Additionally, depending on demand and funding availability, HUD may subsequently suspend the allocation of replacement TPVs for vacant units or may reduce the initial increment term and associated funding to cover a period that is less than 12 months. These actions, if necessary, would only apply to future TPV funding allocations. HUD will inform PHAs in writing should any of these cost-savings measures need to be implemented.

2. **FY 2026 Appropriation**
   The 2026 Act provides $600,622,000 in TPV funding.

3. **Continued Applicability of Notice PIH 2018-09**
   The programmatic and policy guidance in section 6 of Notice PIH 2018-09 continues to apply to TPVs except as specifically revised in section IV. D.1. and 5. of this notice or a superseding TPV notice.

4. **Eligibility for Replacement TPVs (Vacant Units)**
   Under Notice PIH 2018-09, replacement TPVs were only provided for occupied units. This policy is revised for purposes of the CY 2026 funding available under this notice so that, in addition to providing replacement TPVs for occupied units, HUD will also provide replacement TPVs for vacant units that were occupied by an assisted family within the previous 12 months that are no longer available as assisted housing (although, as discussed in subsection D.1 above, HUD may subsequently need to suspend this policy). This is a change from the policy of

[22] TPV allocations qualify as either "replacement" or "relocation" vouchers. TPV allocations for relocation vouchers must only be used by the family impacted by the conversion action and not for vacant units. For information on replacement and relocation TPV allocations, see section 6 of Notice PIH 2018-09.
[23] This statement supersedes the last sentence in footnotes 5 and 6 of Notice PIH 2018-09, which stated that a PHA cannot offer impacted residents another form of comparable housing (i.e., another public housing unit, a RAD unit) if it applies for and receives TPVs for the Public Housing action.

providing replacement TPVs for vacant units that were occupied by an assisted family within the previous 24 months that was HUD's policy in 2025.

Any Special Applications Center (SAC) approval, Choice Neighborhoods Initiative (CNI) award, or eligibility event for TPVs dated after the effective date of this notice will be subject to the policy awarding TPVs for units occupied in the previous 12 months. Any SAC approval, CNI award, or eligibility event for TPVs dated on or after October 1, 2018, and before the effective date of this notice will be subject to the policy awarding TPVs for units occupied in the previous 24 months.

Notwithstanding the above, any RAD conversion that will result in the issuance of TPVs where submission of a RAD Financing Plan (for a RAD/Section 18 Blend) or a RAD Conversion Plan (for a Moderate Rehabilitation or Single Room Occupancy conversion) occurred before the effective date of this notice will be subject to the policy awarding TPVs for units occupied in the previous 24 months.

- **For Public Housing actions,** vacant units that were occupied by an assisted family within the previous 12 months from the time of the SAC approval or the CNI award date. For example: on July 1, 2026, a PHA is approved for demolition/disposition of 25 public housing units. Of the 25 units in the property, 5 units were last occupied on July 1, 2025. The remainder of the units continue to be occupied. Replacement TPV funding may be provided for all 25 units (vacant and occupied) because the 5 vacant units were last occupied within 12 months from SAC approval.

- **For Multifamily Housing actions,** vacant units that were occupied within the previous 12 months from the eligibility event. For example: on July 1, 2026, the prepayment of a section 236 mortgage in a property triggers eligibility for TPVs. Of the 25 units in the property, 5 were last occupied on July 1, 2025. The remainder of the units continue to be occupied. Replacement TPV funding may be provided for all 25 units (vacant and occupied) because the 5 vacant units were last occupied within 12 months from the eligibility event.

5. TPV Set-Aside

The 2026 Act provides that no less than $5,000,000 of the $600,622,000 appropriated for TPVs may be set aside to provide TPVs to certain at-risk households in low-vacancy areas. HUD has determined that since the law has not changed, the terms and conditions of Notice PIH 2019-01/H-2019-02, *Funding Availability for Set-Aside Tenant Protection Vouchers*, will apply to 2026 TPV set-aside funds.

6. Funding Eligibility

HUD calculates TPV funding for all eligible TPV actions based on the average Per Unit Cost (PUC) in the PHA's HCV program.[23] If the PHA administering the

[23] The information provided in this section applies to TPV actions in the Public Housing and Multifamily Housing portfolios.

TPVs has concerns regarding the sufficiency of the TPV funding based on its average PUC, the PHA can request an upfront increased PUC along with the TPV funding application or request higher TPV funding after the PHA has already submitted the TPV funding application. In either case, the PHA must justify the requested increase by providing evidence of rent amounts that result in higher HAP costs and a justification explaining that the rents are reasonable.[24] At a minimum, the PHA must submit its rent reasonableness analysis and a budget authority gap analysis that includes the following data:

- Unit Type/Bedroom Size
- Count of Units by Type/Bedroom Size
- Contract Rent
- Utility Allowance (if owner paid)
- Monthly Total (Contract Rent + Utility Allowance)
- Resident Rent
- Monthly/Annual subsidy need by unit and property

Prior to calendar year end (CYE), the PHA must submit requests for TPV funding adjustments by email to PIH_Conversion_Actions@hud.gov with the subject line *TPV Adjustment for PUC Increases*. HUD will not accept requests for TPV PUC increases after December 31, 2026.

The following additional requirements apply when a PHA is submitting a request for increased TPV funding subsequent to the TPV award:

- The following additional information must be submitted with the request:
  - Monthly/Annual subsidy provided in the TPV award.
  - ACC letter reflecting the TPV award.
- PHAs can apply for higher PUCs during the time of their initial funding increment. The effective date for TPV increments is provided in the amended ACC letter sent from the FMC to PHAs. Once the initial funding increment is renewed, no additional PUC will be provided.

Once HUD receives the PHA's request, HUD will review it to confirm that actual or projected subsidy costs are appropriately calculated and may follow up with the PHA if additional information is needed.

Note that all additional TPV funding is subject to available appropriations. Questions concerning the TPV adjustment process described above may be sent to PIH_Conversion_Actions@hud.gov.

7. EHV Shortfall Prevention

Per the 2026 Act, TPV funding is available to provide calendar year 2026 assistance to public housing agencies that would otherwise be required to

[24] Rent reasonable requirements are found in regulation at 24 CFR 982.507 and 24 CFR 983.303, as applicable. Rent reasonableness guidance may be found in the Rent Reasonableness Chapter of the HCV Guidebook.

terminate emergency housing vouchers for families as a result of insufficient funding. HUD plans to provide guidance on implementing this provision in a future notice.

In the meantime, HUD has funds remaining from the recapture of EHV Services Fees (as described in Notice PIH 2026-02) that will be repurposed as HAP funding to address EHV shortfalls. If your PHA estimates that they will be facing a shortfall of EHV HAP funding in the coming months, we encourage you to reach out to your FMC FA (and copy EHV@hud.gov) to request funds to address HAP shortfalls. HUD anticipates adequate funding available to address all EHV shortfalls.

E. Mainstream Vouchers

1. Overview

Mainstream Vouchers are special purpose vouchers for non-elderly persons with disabilities that generally are subject to the requirements in section 8(o) of the U.S. Housing Act of 1937 and 24 CFR 982. The 2026 Act consolidates Mainstream renewal funding with HCV program renewal funding; consequently, PHAs may use their CY 2026 HCV program renewal funding to make housing assistance payments for Mainstream (as well as regular vouchers, HUD-VASH vouchers, etc.) PHAs must use any existing Mainstream program reserves allocated in prior years only for Mainstream purposes, and they must continue to track these Mainstream program reserves separately from other voucher reserves.

HUD strongly encourages PHAs with Mainstream program reserves to prioritize the use of those reserve funds to pay their Mainstream HAP expenses in 2026, including for the renewal of existing HAP contracts. By drawing on Mainstream program reserves to cover their current year Mainstream HAP expenses, PHAs will reduce the length of time that they (and HUD) must continue to track Mainstream program reserves separately. To the extent that they can, PHAs with Mainstream program reserves should use their CY 2026 HCV renewal funding allocation for Mainstream HAP expenses only after they have exhausted their Mainstream program reserves. To facilitate PHAs in this effort, HUD will begin disbursing PHAs' Mainstream HUD-held reserves to them in mid-2026 to cover their Mainstream HAP expenses. These disbursements of Mainstream HUD-held reserves will have no impact on PHAs' 2026 HCV renewal funding eligibility.

2. Reporting Requirements

The 2026 Act consolidates Mainstream renewal funding into overall HCV program renewal funding. However, this funding consolidation does not change program reporting requirements. Funds awarded for Mainstream in CY 2025 and prior years remain restricted for Mainstream purposes only, and may not be redesignated, reprogrammed, or used for other voucher activities. Mainstream funding also remains separate and excluded from Moving-to-Work (MTW) activities. PHAs must therefore continue to comply with all Mainstream program

requirements, and PHAs must continue to track and report Mainstream activity distinctly in required HUD systems. Some helpful reminders are included below:

- For information on the financial data scheduled (FDS) reporting, PHAs should continue to follow Real Estate Assessment Center (REAC) Accounting Brief #25, which provides detailed guidance on reporting Mainstream in the Financial Data Schedule (FDS) within HUD's FASS-PH system.
- For information on the VMS reporting, PHAs should also continue to follow Accounting Brief #25, which restates guidance set in the VMS User's Manual for Mainstream. Additionally, Notice PIH 2021-08 establishes the required VMS and FASS-PH reporting cadence for Mainstream.
- For IMS/PIC, PHAs will continue to report Mainstream by coding them as "MS5" on line 2n of form HUD-50058 (Family Report). For Moving to Work (MTW) agencies, they are coded on line 2p of the MTW Form HUD-50058.
- For information on HAP and administrative fees income recognition and HAP expense reporting from CY 2025 and prior source years, PHAs should continue to follow Accounting Brief #25 and apply this guidance consistently in both FASS-PH and VMS reporting.
- For HAP and Administrative Fees income and HAP expense reporting from CY 2026 HCV renewal funding, new income is recognized through the HCV Program starting in 2026. The monthly HCV Program's HAP will include funding for Mainstream families. HAP expenses for Mainstream families will continue to be reported in VMS on the following fields:
  - Mainstream - HAP
  - Mainstream - HAP Expenses After the First of the Month

For further VMS reporting guidance, please contact your FMC Financial Analyst.

F. HAP Policy Reminders

1. Disbursements

PHAs receive monthly disbursements from their budgetary allocations in accordance with the cash management procedures in Notice PIH 2017-06, *Cash Management Requirements for the Housing Choice Voucher Program*. PHAs may request an additional disbursement, from HUD-held Reserves, when monthly disbursements and available RNP will not cover expenses for the month. Non-MTW, initial MTW PHAs, and expansion MTW PHAs may request additional funds via DocuSign. PHAs will be required to provide HAP expenses not yet reported in VMS and actual HAP expenses for the period requested, and the PHA may use the Two-Year Projection Tool as supporting documentation. The additional payment will be limited to the amount necessary to cover the actual HAP expenses. PHAs are encouraged to contact their Financial Analyst with assistance in requesting additional funds if needed.

Finally, for non-MTW PHAs, as announced in 2025, HUD is using the Enterprise Voucher Management System (eVMS) to determine HAP monthly disbursements.

It remains important to ensure HUD form 50058 data is updated and accurate since eVMS uses that data to determine disbursements. PHAs also must continue to report complete and accurate information in VMS as well. Additional information regarding eVMS can be found on HUD's eVMS web page.

2. **HAP Reserves**

PHAs are reminded that funds in the HAP program reserves (RNP and HUD-held reserves) shall only be used for eligible HAP needs. The Consolidated ACC (CACC) requires PHAs to use HAP funding to cover housing assistance payments. HAP and PHA program reserves shall not under any circumstances be used for any other purpose, such as to cover administrative expenses or be loaned, advanced, or transferred (referred to as operating transfers due to/due from) to other component units or other programs such as the Low-Rent (Public Housing) program. Except for MTW agencies, the use of HAP for any purpose other than eligible HAP needs is a violation of law, and such illegal uses or transfers may result in sanctions and possible declaration of breach of the ACC, per 24 CFR 982. The current year funding may not be used for prior year costs, including by MTW Initial and Expansion PHAs.

In instances where a PHA is found to have misappropriated HAP or HAP program reserve funds by using the funds for any purpose other than valid HAP expenses for units up to the baseline, HUD requires the immediate return of the funds to the HAP or HAP program reserves account. HUD may take action, including suspension and debarment, against a PHA or any party that has used HAP funds and/or the HAP program reserves account for non-HAP purposes.

3. **Prohibition on Over-Leasing**

The 2026 Act prohibits the use of appropriated HAP funds by any PHA, except for PHAs in the MTW demonstration, which are governed by MTW program requirements or MTW agreements, to lease units above their CACC baseline units during any CY, even if the PHA has sufficient budget authority (BA) or RNP to support the additional units. If a PHA engages in over-leasing, it must identify other eligible funding sources to pay for the over-leasing, and the PHA must take immediate steps to eliminate any current over-leasing. Renewal funding allocations will not include over-leased units. The calculation of renewal funding eligibility will be reduced based on the number of over-leased unit months and the average PUC during the re-benchmark period. PHAs must still report all over-leasing in VMS and must also report $0 HAP in the appropriate categories in VMS.

There is an exception to the 2026 Act's general prohibition against the use of FY 2026 renewal funds for over-leased units. This exception is for PHAs that exceeded their 2025 authorized level of UMAs within available resources due to the transition of EHVs to the HCV program. This exception only applies to 2026 renewals.

4. Use of Outside Sources of Funds

HUD recommends that all PHAs carefully review the information contained in Notice PIH 2013-28, *Guidance on the Use of Outside Sources of Funds in the HCV Program*. Expansion MTW agencies should also review the use of funds provisions of the *Operations Notice for the Expansion of the Moving to Work Demonstration Program*, 85 FR 53444 published on August 28, 2020, with technical revisions, 90 F.R.13189 published March 20, 2025). HUD's calculation of 2026 renewal funding and shortfall funding eligibility is consistent with the limitations on use of funds in these notices, with one exception. With respect to Expansion MTW agencies, for 2026, HUD has determined that if a PHA has, with HUD's prior approval, used fungible Public Housing funds to address a confirmed HCV funding shortfall to prevent terminations of assistance, then the use of those funds will be renewable under HUD's renewal calculation.

5. Reporting

This section provides some helpful reminders regarding PHA reporting requirements. Please note that this section is not intended to cover all PHA reporting requirements and PHAs remain subject to all reporting requirements described here and in other guidance.

A PHA must have a Unique Entity Identifier (UEI) generated by the System for Award Management (SAM). Additionally, PHAs must have an active registration at SAM.gov. SAM is accessible at www.SAM.gov and is intended to ensure entity eligibility, which is critical for reducing improper payments, preventing fraudulent transactions, and ensuring compliance with the Do Not Pay Initiative.

PHAs must continue to submit required financial documents including, but not limited to, monthly VMS and annual Financial Assessment Subsystem electronic submissions. PHAs that do not submit the required data by the reporting deadline may be sanctioned as provided by 24 CFR 982.152(d) and in accordance with the procedures outlined in Notice PIH 2021-08, *Financial Reporting Requirements for the Housing Choice Voucher and Mainstream Program Submitted through the Financial Assessment Subsystem for Public Housing (FASS-PH) and the Voucher Management System (VMS)*, or successor notice. PHAs that fail to meet the submission requirements may be subject to administrative actions, including but not limited to, an imposition of a penalty against the PHA's monthly administrative fees until the PHA complies with these requirements. This penalty represents a permanent reduction for the current CY that shall not be reversed.

In CY 2025, HUD transitioned all non-MTW PHAs to eVMS, which uses IMS/PIC and VMS for the calculation of monthly HAP. It is critical for IMS/PIC 50058 submissions and VMS reporting to be timely and complete to ensure eVMS' payment calculations are accurate.

Additionally, some MTW Expansion PHAs are not currently reporting in the IMS/PIC system due to approved MTW activities that result in fatal errors. HUD will use the best available data from non-reporting MTW Expansion PHAs in the absence of IMS/PIC data where HUD uses IMS/PIC data for calculations, including for the EHV program.

Jobs Plus Earned Income Disregard Reporting: Section 243 of the 2026 Act requires the foregone increases to tenant rent payments, as authorized pursuant to waivers requirements of the job-plus initiative, due to resident participation in the Jobs-Plus initiative are being factored into rental assistance renewal eligibility within the appropriate account. This applies only to new FY 2026 Jobs Plus awards; therefore, such adjustments will have no impact on 2026 voucher renewal funding. Additional reporting guidance will be provided separately.

HUD is in the process of implementing new grants management and reporting tools for all records pertinent to the Federal award. Once available, PHAs will report on grant performance and financial activities (including vendor and cash disbursement supporting details for the recipient and its subrecipients) using these new tools when they are released and to satisfy occasional requests for records pertinent to the Federal award, consistent with the requirements for recordkeeping, access to records, and reporting laid out in 2 CFR part 200, which may be amended from time to time. HUD will work with the recipient to support its transition to the new reporting tools. HUD reserves the right to exercise all of its available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include, without limitation, requiring additional or more detailed financial reports, suspension of disbursements, and all other legally available remedies, to the furthest extent permitted by law.

V. ADMINISTRATIVE FEE FUNDING

The 2026 Act provides $2,835,935,000 for administrative and other expenses of PHAs administering the HCV program (see appendix A for appropriations text). The 2026 Act also provides that this funding may be used for "other expenses" of PHAs administering the section 8 tenant-based rental assistance program. HUD issued detailed guidance on the use of ongoing administrative fees for expenses related to assisting families to lease units in Notice PIH 2022-18, *Use of Housing Choice Voucher (HCV) and Mainstream Voucher Administrative Fees for Other Expenses to Assist Families to Lease Units*. Of the appropriated amount, no less than $2,805,935,000 will be available for ongoing administrative fees and fees for new vouchers and up to $30,000,000 will be made available to allocate to PHAs that need additional funds to administer their section 8 programs.[25]

[25] Administrative Fee funds provided through this notice, including Special Fees, considered for salaries, bonuses and/or employee incentives must comply with the executive compensation requirements under section 219 of P.L. 119-75, Consolidated Appropriations Act, 2026 and must comply with reasonable compensation requirements found at 2 CFR part 200.430(b).

A. Ongoing Administrative Fees

Ongoing administrative fees and administrative fees for new vouchers are allocated based on leasing.[26] These administrative fees are calculated for CY 2026 as provided for by section 8(q) of the United States Housing Act, and related Appropriations Act provisions, as in effect immediately before the enactment of the Quality Housing and Work Responsibility Act (QHWRA) of 1998 (P.L. 105-276). Under this calculation, PHAs are allocated a fee amount for each voucher that is under HAP contract as of the first day of each month.

HUD has posted the CY 2026 Administrative Fee rates to enable PHAs to calculate potential fee eligibility and to manage portability billings. They are available on HUD's website.

HUD disburses administrative fees to PHAs each month based on actual leasing reported in VMS in prior months. Each PHA's administrative fee eligibility is reconciled after every quarter based on actual reported leasing, adjusted by an estimated proration based on total annual funding for administrative fees. HUD determines the estimated proration level by comparing each quarter's national eligibility for administrative fees to one quarter (1/4) of the appropriated amount available for ongoing administrative fees. HUD will disburse any amount due to the PHA and will offset any amount due from the PHA via a reduction from a subsequent administrative fee payment. PHAs can monitor the HCV administrative fee proration through the monthly advance data provided via email. Please click on the following webpages that include links to the Administrative Fee Rate Description file as well as the Portability Administrative Fee Description file, for information on current rates and prorations. A final reconciliation will be completed after December 2026 leasing data are reported in VMS, at which time the final proration for CY 2026 will be determined.

B. Blended Rate Administrative Fees

PHAs serving multiple administrative fee areas may, in lieu of the fee determined for their agency, request a blended rate based on the actual location of their assisted units. The blended rate will only apply to CY 2026 and is applicable to the HCV program.

To request a blended rate administrative fee, the PHA must do the following no later than 5 pm local time on Friday, July 10, 2026:

- Email HUD at HCVBlendedRateRequests@hud.gov and indicate you are requesting a blended administrative fee rate.
- The email subject line must read as follows: PHA Number, Request for Blended Rate Administrative Fees (e.g., TX001, 2026 Request for Blended Rate Administrative Fees).

[26] The term "leasing" also includes PBV units under HAP contract but not currently leased.

C. Higher Administrative Fee Rates

A PHA that operates over a large area, defined as two or more counties, may request higher administrative fees. An approved higher administrative fee rate will apply only to CY 2026 and is applicable to the HCV program.

The PHA will be required to submit evidence of actual costs at the end of the calendar year to enable HUD to determine if the entire approved increase is needed. HUD will offset excess funds via reduction of future disbursement(s). A PHA that received higher administrative fee for CY 2025 will be expected to complete the reconciliation with their Financial Management Center Financial Analyst prior to their CY 2026 higher rate request being approved.

To request a higher rate administrative fee, the PHA must do the following no later than 5 pm local time on Friday, July 10, 2026:

- Email HUD at HCV_Higher_AF@hud.gov and copy your Financial Management Center (FMC) Financial Analyst to indicate you are requesting a higher administrative fee rate.
- The email subject line must read as follows: PHA Number, 2026 Request for Higher Administrative Fee (e.g., TX001, 2026 Request for Higher Administrative Fee).
- The PHA must include the following financial documentation with their submission:
  - Actual Unrestricted Net Position (UNP) (previously known as administrative fee reserves) balance as of December 31, 2025.
  - Actual administrative costs for the HCV program for CY 2025 in sufficient detail to allow for review.
  - The PHA's CY 2026 HCV program administrative budget, including anticipated reasonable and necessary administrative costs broken out in sufficient detail to allow for review (positions and salaries, detailed travel costs, overhead and pro-rations, etc.). There is no HUD form, nor a mandated format, for this budget.
  - An explanation of why the unit month and budget authority utilization in CY 2025 was below 95 percent of the unit month and budget authority available for renewal units (if this occurred).
  - If the PHA has made withdrawals from the Administrative Fee reserves per official guidance provided in Notice PIH 2022-18, *Use and Reporting of Administrative Fee Reserves*, certification is required. Should there be no withdrawals at this point, a statement that none were made is required.
  - An explanation as to why the projected CY 2026 administrative fees are insufficient to cover expected program operating costs.
  - Certification by the executive director of the PHA that the data is accurate.

HUD reserves the right to reduce the documentation required.

D. New Voucher Administrative Fees – HUD-VASH

The 2026 Act provides $15,000,000 for the HUD-VASH program. Of the $15,000,000 total, at least $5,000,000 will be made available for new incremental vouchers, and up to $10,000,000 may be made available for additional administrative fees and other HUD-VASH program costs under a separate PIH Notice. HUD will issue comprehensive guidance on both the 2026 HUD-VASH voucher allocation and the HUD-VASH administrative funding at a later date. HUD-VASH funds can only be used for the intended purposes and are not subject to MTW fungibility provisions.

E. Special Fees

The 2026 Act provides up to $30,000,000 for Special Fees, which provide additional funding to PHAs beyond their administrative fee allocation. A portion of the $30,000,000 administrative fee set-aside may be used for ongoing administrative fees to increase the national fee proration, should HUD determine during the course of the calendar year (after the deadlines outlined below) that the entire $30,000,000 may not be needed for additional administrative costs. Special Fees are not applicable to EHVs. HUD is making available 10 categories of Special Fees. HUD will automatically determine eligibility for some categories, but for others PHA must submit an application to HUD. HUD reserves the right to deny or limit the award amount based on a PHA's administrative fee reserves or the national proration level, or both to ensure fair and reasonable distribution of funds. HUD reserves the right to fund one, some, or all categories. Each Special Fees category provides additional funds to administer HCV programs, including fees associated with tenant protection rental assistance, the administration of disaster related vouchers, HUD-VASH vouchers, and other special purpose incremental vouchers as authorized by the 2026 Act.

A summary of the Special Fees categories, the process, and the deadlines is in table 4. For categories that require an application, PHAs must apply for each category using the instructions in this section. PHAs must apply by the deadline listed in table 4. Applications received after the deadline or incomplete applications will not be considered. Further application instructions follow table 4.

Table 4: Special Fees Categories, Process, and Deadlines

Special Fees Category	Process	Deadline	Application Link
Category A: HCV Homeownership Closing Fees	HUD determined based on submitted 50058 data.	HUD calculates bi-annually	Link will be sent to eligible PHAs
Category B: New HCV Homeownership Program	HUD determined based on PHA certification	HUD sends certifications bi-annually	Link will be sent to eligible PHAs
Category C: PHAs that Administer TPVs in Connection with Multifamily Housing Conversion Actions	HUD determined based on submitted TPV applications	HUD processes as requests for TPVs are received	N/A
Category D: Portability	HUD determined based on submitted 50058 and VMS data	HUD calculates	N/A
Category E: Audit Costs for Declaring Major HCV Programs per Notice PIH 2021-08 and for HCV Voluntary Transfers per Notice PIH 2018-12	HUD determined after PHA request	HUD processes as requests are received	PHAs must email their request to the FMD
Category F: New FUP/FYI Vouchers Awarded in 2025	HUD determined based on FUP/FYI awards	N/A	N/A
Category G: Disaster Vouchers	In the event of disaster voucher allocations, HUD will issue future guidance	N/A	N/A
Category H: Transition of EHV to HCV or PBV	HUD determined	Transactions must be submitted to IMS/PIC no later than 5pm local time on Friday, February 26, 2027	N/A
Category I: PHA Exception Payment Standard Elimination	PHA Application	Friday, October 30, 2026 no later than 5 pm local time	Category I Application
Category J: Secretary's Discretion	PHA Application	Friday, October 30, 2026 no later than 5 pm local time	Category J Application

For categories that require an application, all applications will be submitted through DocuSign, which is an online electronic document management platform. PHAs must complete all fields within the applicable DocuSign form, as well as provide all required documentation and calculations, as applicable. Incomplete requests or requests received after the established deadline will not be considered.

PHAs are urged to confirm application data and attachments for completeness and accuracy prior to submission to avoid having to resubmit applications. For PHAs that submit more than one application for a specific category, the system will automatically overwrite older applications and keep the most recent application received**.** Only the last application received by the deadline date will be reviewed for eligibility.

Failure to provide any of the required documents and information within DocuSign as instructed will result in denial of the application. Please be aware that DocuSign will not process applications without signatures; therefore, HUD will not receive them for review. Executive Directors will receive a confirmation email from the DocuSign system within the same day as the submission. Instructions for applying to the Special Fees through DocuSign, a link to the video tutorial on the DocuSign application process as well as a link to the DocuSign form can all be accessed through the following link: Special Fee Applicant DocuSign Instructions. HUD reserves the right to contact PHAs for clarification of items provided with the application. Clarifications or corrections must be received by HUD within the time frame specified in the notification.

Unless otherwise specified in this section, PHAs must use any awarded Special Fees exclusively to support the HCV program administrative fee needs for two purposes: (1) costs incurred by a PHA in carrying out administrative responsibilities under the program and (2) other eligible expenses in administering the program which are described in section 3 of Notice PIH 2022-18.

Special Fees funding cannot be used for the repayment of debts, or any amounts owed to HUD or program participants including, but not limited to, Office of Inspector General (OIG), Quality Assurance Division (QAD) or other monitoring review findings.
Reporting and recording of awarded Special Fees are included as part of the PHA's HCV administrative financial records under Assistance Listing 14.871.

The DocuSign special fee applications for Category I: PHA Exception Payment Standard Elimination and Category J: Secretary's Discretion will be active June 1, 2026. PHAs will receive award notification information via email.

1. **Category A: HCV Homeownership Closings**
   HUD provides a $1,500 fee for every homeownership closing reported in IMS/PIC for HCV families who have become homeowners through the HCV

Homeownership program, MTW Homeownership program, or the Family Self-Sufficiency program (HCV only).

PHA Eligibility: PHAs that administer the HCV Homeownership program, MTW Homeownership program, or the Family Self-Sufficiency program (HCV only).

HUD Determination Process: PHAs do not apply for these funds. HUD provides these Special Fees automatically based on IMS/PIC data and closing dates confirmations reported in IMS/PIC. Once HUD reviews the IMS/PIC data, HUD will send a certification through DocuSign for the PHA to confirm data accuracy. All eligible PHAs will continue to receive DocuSign certification requests. PHAs must ensure timely IMS/PIC reporting.

2. **Category B: New HCV Homeownership Program**
   HUD provides a $2,500 one-time fee for each newly created HCV Homeownership program (including MTW and FSS Homeownership Programs) at any PHA in CY 2026.

   PHA Eligibility: PHAs that created an HCV Homeownership program for the first time in CY 2026.

   HUD Determination and Award Process: PHAs report HCV Homeownership closings in IMS/PIC. Once a PHA reports an HCV Homeownership closing for the first time, HUD will send the PHA a DocuSign form for certification that the PHA has created a new HCV Homeownership program.

3. **Category C: PHAs that Administer TPVs in Connection with Multifamily Housing Conversion Actions**
   This Special Fee will be allocated to PHAs that agree to administer vouchers families affected by Multifamily Housing conversion actions.

   PHA Eligibility: For multifamily housing conversions, a special (one-time) fee of $350 will be provided for each unit occupied on the date of the eligibility event.

   HUD Determination and Award Process: PHAs do not need to apply for these funds as HUD provides these fees automatically for each multifamily housing conversion action that occurs in CY 2026.

4. **Category D: Portability**
   Special Fees for portability are provided to PHAs administering numbers of portability vouchers that comprise a significant portion of their vouchers under lease.

PHA Eligibility: PHAs must have been administering a number of port-in vouchers equal to 20 percent or more of the PHA's total number of leased vouchers as of December 31, 2025, to be eligible for special portability fees.

HUD Determination and Award Process: PHAs do not need to apply for these funds as HUD provides these fees automatically based on IMS/PIC data and the VMS data used for the 2025 renewal allocation. For each eligible port-in voucher, the receiving PHA will receive 12 months of funding equal to 15 percent of the PHA's 2026 Column A rate for administrative fees. This is a one-time award and will be calculated based on PHA portability data found in IMS/PIC for actions through December 31, 2025, and leased data from the VMS as of December 31, 2025 (from the same VMS database used to determine the 2026 HCV renewal allocations).

IMS/PIC data must be updated and successfully submitted by Friday, May 29, 2026.

5. **Category E: Audit Costs for Declaring Major HCV Programs per Notice PIH 2021-08 and for HCV Voluntary Transfers per Notice PIH 2018-12**
In certain circumstances, as described further below under PHA eligibility, a PHA's HCV Program is audited as a major program and must procure Independent Public Accountant (IPA) services and use UNP for the additional audit work required. However, if the PHA lacks the funds, the PHA can request special fees under this category (Audit Costs for Declaring Major HCV Programs per Notice PIH 2021-08) from HUD as described in the below eligibility section.

   Similarly, a divesting PHA involved in a transfer can use UNP for procuring IPA services for the close-out audit originated by a voluntary transfer. If the PHA lacks the UNP funds, the receiving PHA can request special fees under this category (Audit Costs for HCV Voluntary Transfers per Notice PIH 2018-12) to ensure a timely closeout audit. For PHAs under the single audit threshold, the close-out audit consists of an IPA validating the ending balances prior to transfer.

   PHA Eligibility: PHAs that HUD has directed in CY 2026 to procure Independent Public Accountant (IPA) services for financial and compliance procedures under Notice PIH 2021-08, or Notice PIH 2018-12, *Process for Public Housing Agency Voluntary Transfers and Consolidations of Housing Choice Vouchers and Project-Based Vouchers*. These notices provide guidance and clarification on financial reporting requirements. As described in both notices, HUD may direct PHAs to procure IPA services for financial and compliance procedures for general-purpose governments that have not declared their HCV related programs as a major fund for financial statement purposes or as a major enterprise fund under CFR title 2, subtitle A, chapter II, part 200, subpart F, Audit Requirements because the audit obtained may not be sufficient for HUD to properly monitor its financial and compliance interest in these entities. PHAs may only receive Special Fees under this category if they do not have sufficient UNP.

Application and Award Process: For audit costs for declaring a major HCV program, PHAs must request this special fee at least 60-90 days after fiscal year end (FYE) to ensure they can procure IPA services on time and the PHA audited financial statements are reported under requirements set in Notice PIH 2021-08. PHAs that request this special fee (subject to available appropriations) must send a formal request to Miguel Fontanez, Director, Financial Management Division (FMD) at PIH.Financial.Management.Division@hud.gov. The Housing Voucher Program Division (FMD) will respond electronically to the PHA and will copy REAC's FASS PH point of contact and designated FMC Financial Analyst timely.

For audit costs for HCV Voluntary Transfers in circumstances when the divesting PHA does not have UNP, the divesting PHA must request this special fee at least 60-90 days ahead of the effective date of the transfer. This will allow for a timely IPA services' procurement and completion of a closeout audit ahead of the transfer's effective date. The PHA must request special fees (subject to available appropriations) through a formal request to Miguel Fontanez, Director, FMD at PIH.Financial.Management.Division@hud.gov. The FMD will respond electronically to the PHA and the designated FMC Financial Analyst timely.

6. **Category F: PHAs for New FUP/The Melania Trump Foster Youth to Independence (FYI) Vouchers Awarded in 2026**
   This Special Fees category is to provide additional funds for PHAs that are awarded new FUP/FYI vouchers in 2026.

   PHA Eligibility: PHAs that received a new FUP/FYI award in 2026 are eligible for this category.

   HUD Determination and Award Process: Effective with the publication of this notice, a special (one-time) fee of $750 will be provided for each voucher awarded in CY 2026. PHAs do not need to apply for these funds as HUD provides these fees automatically with the FUP/FYI awards.

7. **Category G: Disaster Vouchers**
   In the event of a future allocation of disaster vouchers during CY 2026, HUD will provide eligibility and application guidance for disaster related vouchers' Special Fees at that time.

8. **Category H: Transition of EHV to HCV or PBV**
   HUD is making special fees available for PHAs that successfully transition EHV families to their HCV or PBV programs. Additional details on the transition requirements and expedited waiver process can be found in Notice PIH 2025-19, Guidance on Transition of EHV Families into HCV and End of EHV Service Fee Expenditures.

PHA Eligibility: PHAs currently administering EHVs that successfully transition an EHV family to their HCV or PBV programs.

HUD will award $1,000 per EHV family that is successfully transitioned to the PHA's HCV or PBV programs in CY 2026, retroactive to transitions that occurred on or after January 1, 2026. To receive funds, the PHA must code transitioned EHV families as "EHCV" on line 2n of the HUD form 50058. PHAs must have all transactions that were effective in CY 2026 submitted to IMS/PIC no later than February 26, 2027, to be eligible for funds. As in 2025, special instructions will be sent to MTW expansion PHAs on a DocuSign process for submitting their data on families they have transitioned to the HCV program to be eligible for the special fees.

Application and Award Process: HUD will determine the number of families that transitioned from EHV to HCV or PBV based on IMS/PIC data submitted by the PHA and information reported to HUD through the alternative process for some MTW expansion agencies. HUD will provide Special Fees in the amount of $1,000 for each transitioned family.

9. **Category I: PHA Exception Payment Standard Elimination**
HUD is making special fees available for PHAs that stop using exception payment standards approved under 24 CFR 982.503(d)(2-4) and/or MTW payment standards that exceed the basic range. This does not apply to reasonable accommodation exception payment standards or exception payment standards for the HUD-VASH program.

PHA Eligibility: PHAs that have stopped using exception payment standards, including use of SAFMRs based exception payment standards, and/or MTW payment standards that exceed the basic range no later than October 1, 2026. PHAs must revert to exception payment standards within the basic range of their applicable FMR for their entire HCV tenant-based and PBV programs, excluding reasonable accommodation exception payment standards and HUD-VASH. For families currently under HAP contracts with exception payment standards, the requirements on payment standard decreases during the HAP contract term still apply (24 CFR 982.505(c)(3)).

Application and Award Process: PHAs must complete and sign the application for Category I: PHA Exception Payment Standard Elimination by the deadline and through the DocuSign link provided in table 4.[27] The application must include a copy of the PHA's updated payment standard schedule and evidence of the official action taken by the PHA to stop the usage of exception payment standards and/or MTW payment standards that exceed the basic range. The PHA can receive $3,000 if awarded under this category.

[27] Instructions detailing the DocuSign application process as well as a link to the video tutorial on this process, can be accessed by clicking on the following link: Special Fee Applicant DocuSign Instructions.

10. Category J: Secretary's Discretion

In accordance with the 2026 Act, HUD makes available a variety of Special Fees categories to allocate to PHAs that need additional funds to administer their HCV programs. If a PHA determines they need additional Special Fees that do not meet one of the previous categories in this section, the PHA may apply for other Special Fees under Category I: Secretary's Discretion. The purpose of this category is to provide additional administrative fee funding to cover administrative expenses incurred as the result of a situation outside of the specific categories described previously within this section. Requests under Category J: Secretary's Discretion are considered on a case-by-case basis. However, requests for additional fees solely because of a lower national fee proration will not be accepted.

Special Fees under this category must be used exclusively to support the HCV program administrative fee needs that are not covered by another Special Fees category for two purposes: (1) costs incurred by a PHA in carrying out administrative responsibilities under the program and (2) other eligible expenses in administering the program which are described in section 3 of Notice PIH 2022-18.

PHA Eligibility: PHAs that have or will experience increased administrative expenses and need additional funds to administer their section 8 HCV programs in CY 2026, may request Special Fees. Requests for unanticipated administrative fee funding increases will be considered on a case-by-case basis at the Secretary's discretion.

Application and Award Process: PHAs must complete and sign the application for Category J: Secretary's Discretion by the deadline and through the DocuSign link provided in table 4.[28] An example of the application is in appendix M. The PHA must attach documentation that supports the amount of funding the PHA is requesting for this category. In the application, PHAs calculate their need; however, HUD will confirm the PHA's calculation and determine eligibility.

F. Mainstream Vouchers Administrative Fees

Mainstream Vouchers are special purpose vouchers for non-elderly persons with disabilities that generally are subject to the requirements in section 8(o) of the U.S. Housing Act of 1937 and 24 CFR 982. The 2026 Act consolidates Mainstream administrative fee funding into the HCV program overall fee funding; consequently, PHAs should use their CY 2026 HCV program administrative fee funding to cover administrative expenses associated with Mainstream (as well as regular vouchers, HUD-VASH vouchers, etc.). Please note, however, that any existing PHA-held Mainstream fee reserves (UNP) from funds allocated in prior years may be used only for Mainstream Vouchers purposes.

[28] See previous footnote.

The 2026 Act consolidates Mainstream administrative fee funding into the overall HCV program fee funding. However, this funding consolidation does not change program reporting requirements. PHAs must continue to comply with all Mainstream program requirements, including separate tracking of use of administrative fee funding for Mainstream program activities.

G. Administrative Fee Policy Reminders

1. Reserves

For information on UNP, please refer to Notice PIH 2015-17, *Use and Reporting of Administrative Fee Reserves* and Notice PIH 2022-18.

2. Reporting

This section provides some helpful reminders regarding PHA reporting requirements. Please note that this section is not intended to cover all PHA reporting requirements and PHAs remain subject to all reporting requirements described here and in other guidance.

Pursuant to the Payment Integrity Information Act of 2019 and OMB guidance, PHAs are required to verify that vendors, contractors, and partners have an active registration in the System for Award Management (SAM.gov)—accessible at https://www.sam.gov—to ensure entity eligibility, which is critical for reducing improper payments, preventing fraudulent transactions, and ensuring compliance with the Do Not Pay Initiative.

PHAs must continue to submit required financial documents including, but not limited to, monthly VMS and annual Financial Assessment Subsystem electronic submissions. PHAs that do not submit the required data by the reporting deadline may be sanctioned as provided by 24 CFR 982.152(d), and in accordance with the procedures outlined in Notice PIH 2021-08 or any successor notice. PHAs that fail to meet the submission requirements may be subject to administrative actions, including but not limited to, an imposition of a penalty against the PHA's monthly administrative fees until the PHA complies with these requirements. This penalty represents a permanent reduction for the current CY that shall not be reversed.

Some MTW Expansion PHAs are not currently reporting in the IMS/PIC system due to approved activities that result in fatal errors. HUD will use the best available data from non-reporting MTW Expansion PHAs in the absence of IMS/PIC data where HUD uses IMS/PIC data for calculations, including the EHV program.

HUD is in the process of implementing new grants management and reporting tools for all records pertinent to the Federal award. Once available, PHAs will report on grant performance and financial activities (including vendor and cash disbursement supporting details for the recipient and its subrecipients) using these new tools when they are released and to satisfy occasional requests for records

pertinent to the Federal award, consistent with the requirements for recordkeeping, access to records, and reporting laid out in 2 CFR part 200, which may be amended from time to time. HUD will work with the recipient to support its transition to the new reporting tools. HUD reserves the right to exercise all of its available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include, without limitation, requiring additional or more detailed financial reports, suspension of disbursements, and all other legally available remedies, to the furthest extent permitted by law.

VI. GENERAL REQUIREMENTS AFFECTING FEDERAL FINANCIAL ASSISTANCE

A. General Administrative, National, and Departmental Policy Requirements

Recipients are responsible for making sure activities funded via this notice comply with the applicable General Administrative, National, and Departmental Policy Requirements to carry out those activities.

B. Statutory and Regulatory Requirements

Each PHA must comply with the current general statutory and regulatory eligibility requirements. HUD will verify compliance throughout the award performance period.

C. Presidential Actions

All recipients of Federal financial assistance are responsible for making sure activities funded by Federal awards comply with applicable existing and future executive orders (EOs) and other presidential actions, whether the recipients carry out those activities directly or use contractors or subrecipients. The table below highlights some executive orders that apply to recipients of HUD's financial assistance programs; however, it is not an exhaustive list. Recipients may find additional directives on the White House's Presidential Actions webpage.

Table 5: Executive Orders and Summaries

Executive Order	Summary
EO 14219, *Ensuring Lawful Governance and Implementing the President's "Department of Government Efficiency" Deregulatory Initiative*	Requires agencies to focus their limited enforcement resources on regulations authorized by constitutional Federal statutes
EO 14218, *Ending Taxpayer Subsidization of Open Borders*	Prohibits taxpayer resources and benefits from going to unqualified aliens
EO 14202, *Eradicating Anti-Christian Bias*	Establishes a taskforce within the Department of Justice to eradicate anti-Christian bias
EO 14205, *Establishment of the White House Faith Office*	Establishes the White House Faith Office within the Executive Office of the President to empower faith-based entities
EO 14182, *Enforcing the Hyde Amendment*	Prohibits the use of Federal taxpayer dollars to fund or promote elective abortion

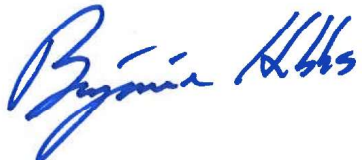
Executive Order	Summary
EO 14173, *Ending Illegal Discrimination and Restoring Merit-Based Opportunity*	Requires Federal agencies to terminate all discriminatory and illegal preferences
EO 14168, *Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government*	Sets forth US policy recognizing two sexes, male and female
EO 14151, *Ending Radical and Wasteful Government DEI Programs and Preferencing*	Requires the Office of Management and Budget Director, assisted by the Attorney General and Office of Personnel Management Director, to coordinate the termination of all discriminatory programs and activities
EO 14148, *Initial Rescission of Harmful Executive Orders and Action*	Revokes 67 EOs issued between January 20, 2021, and January 16, 2025, and 11 presidential memoranda issued between March 13, 2023, and January 14, 2025, to advance fairness and safety and to improve the economy

VII. PAPERWORK REDUCTION ACT

The additional information collection requirements contained in this document are approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). The OMB control number is 2577-0169. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

VIII. CONTACT

Refer all questions regarding this notice to the Housing Voucher Financial Management Division, Office of Public Housing and Voucher Programs, at PIH.Financial.Management.Division@hud.gov.



Benjamin Hobbs
Assistant Secretary
for Public and Indian Housing

Appendix A: Excerpt from The Consolidated Appropriations Act, 2026 (P.L. 119-75)[24]

As a convenient reference, appendix A includes the statutory text of Congress' FY 2026 appropriation for the Housing Choice Voucher Program.

Tenant-Based Rental Assistance – Overall Funding and Renewals
For activities and assistance for the provision of tenant-based rental assistance authorized under the United States Housing Act of 1937, as amended (42 U.S.C. 1437 et seq.) (in this heading "the Act"), not otherwise provided for, $34,438,557,000, to remain available until expended, which shall be available on October 1, 2025 (in addition to the $4,000,000,000 previously appropriated under this heading that shall be available on October 1, 2025), and $4,000,000,000, to remain available until expended, which shall be available on October 1, 2026: Provided, That of the sums appropriated under this heading— (1) $34,957,000,000 shall be available for renewals of expiring section 8 tenant-based annual contributions contracts (including renewals of enhanced vouchers under any provision of law authorizing such assistance under section 8(t) of the Act) and including renewal of other special purpose incremental vouchers: Provided, That notwithstanding any other provision of law, from amounts provided under this paragraph and any carryover, the Secretary for the calendar year 2026 funding cycle shall provide renewal funding for each public housing agency based on validated voucher management system (VMS) or successor system leasing and cost data for the prior calendar year and by applying an inflation factor as established by the Secretary, by notice published in the Federal Register, and by making any necessary adjustments for the costs associated with the first-time renewal of vouchers under this paragraph including tenant protection and choice neighborhoods vouchers: Provided further, That none of the funds provided under this paragraph may be used to fund a total number of unit months under lease which exceeds a public housing agency's authorized level of units under contract, except for public housing agencies participating in the moving to work (MTW) demonstration, which are instead governed in accordance with the requirements of the MTW demonstration program or their MTW agreements, if any, or as necessary on a temporary basis and within available resources to facilitate the transition of residents assisted by emergency housing vouchers (Public Law 117-2; 135 Stat. 58) to tenant-based rental assistance under the housing assistance payment contract under section 8(o) of the Act: Provided further, That any leasing or associated costs authorized for emergency housing vouchers in the preceding proviso above the public housing agency's authorized level of units under contract shall not be included in the calculation of the agency's renewal funding allocation for any subsequent fiscal year: Provided further, That the Secretary shall, to the extent necessary to stay within the amount specified under this paragraph (except as otherwise modified under this paragraph), prorate each public housing agency's allocation otherwise established pursuant to this paragraph: Provided further, That except as provided in the following provisos, the entire amount specified under this paragraph (except as otherwise modified under this paragraph) shall be obligated to the public housing agencies based on the allocation and pro rata method described above, and the Secretary shall notify public housing agencies of their annual budget by the latter of 60 days after enactment of this Act or March 1, 2026: Provided further, That the Secretary may extend the notification period

[24] Some formatting and presentation changes were made to the original law.

only after the House and Senate Committees on Appropriations are notified at least 10 business days in advance of the deadline: Provided further, That public housing agencies participating in the MTW demonstration shall be funded in accordance with the requirements of the MTW demonstration program or their MTW agreements, if any, and shall be subject to the same pro rata adjustments under the preceding provisos: Provided further, That the Secretary may perform a statutory offset of public housing agencies' calendar year 2026 allocations based on the excess amounts of public housing agencies' net restricted assets accounts, including HUD-held programmatic reserves (in accordance with VMS or successor system data in calendar year 2025 that is verifiable and complete), as determined by the Secretary: Provided further, That public housing agencies participating in the MTW demonstration shall also be subject to the statutory offset: Provided further, That for amounts subject to the single fund budget authority provisions of their MTW agreements, excess amounts shall be offset only to the extent permitted by section 239 of the Consolidated Appropriations Act, 2016 (Public Law 114-113): Provided further, That for public housing agencies in the MTW demonstration subject to single fund budget authority provisions, the Secretary shall provide not less than 60 days to appeal such offsets and shall not offset amounts that have been committed to capital improvement, development, and other repositioning activities that are scheduled to close within 12 months of enactment of this Act, as evidenced in funding applications, project schedules, or other commitments to third parties implementing such activities, to the extent that reserve amounts excluded from offset under such section 239 are insufficient to cover such commitments: Provided further, That the Secretary shall not offset any portion of a public housing agency's excess amounts if offsetting such portion would result in a public housing agency being put in a shortfall position in calendar year 2026, as estimated by HUD prior to the offset's implementation, as determined by the Secretary: Provided further, That the Secretary shall use any such offset amounts referred to in the preceding five provisos throughout the calendar year to prevent the termination of rental assistance for families as the result of insufficient funding, as determined by the Secretary, and to avoid or reduce the proration of renewal funding allocations: Provided further, That the Secretary may waive or specify alternative requirements for section 5A and section 8(o) of the Act or any regulation applicable to such statutes related to the administration of waiting lists, local preferences, portability, and public housing agency plan and public hearing requirements to facilitate or expedite the transition of residents assisted by emergency housing vouchers (Public Law 117-2; 135 Stat. 58) to tenant-based rental assistance under the housing assistance payment contract under section 8(o) of the Act: Provided further, That up to $400,000,000 shall be available only: (A) for adjustments in the allocations for public housing agencies, after application for an adjustment by a public housing agency that experienced a significant increase, as determined by the Secretary, in renewal costs of vouchers resulting from unforeseen circumstances or from portability under section 8(r) of the Act; (B) for vouchers that were not in use during the previous 12-month period in order to be available to meet a commitment pursuant to section 8(o)(13) of the Act, or an adjustment for a funding obligation not yet expended in the previous calendar year for a MTW-eligible activity to develop affordable housing for an agency added to the MTW demonstration under the expansion authority pro-vided in section 239 of the Transportation, Housing and Urban Development, and Related Agencies Appropriations Act, 2016 (division L of Public Law 114-113); (C) for adjustments for costs associated with HUD—Veterans Affairs Supportive Housing (HUD—VASH) vouchers; (D) for public housing agencies that despite taking reasonable cost savings measures, as determined by the Secretary, would otherwise be required to terminate rental

assistance for families as a result of insufficient funding; (E) for adjustments in the allocations for public housing agencies that— (i) are leasing a lower-than-average percentage of their authorized vouchers, (ii) have low amounts of budget authority in their net restricted assets accounts and HUD-held programmatic reserves, relative to other agencies, and (iii) are not participating in the MTW demonstration, to enable such agencies to lease more vouchers; (F) for withheld payments in accordance with section 8(o)(8)(A)(ii) of the Act for months in the previous calendar year that were subsequently paid by the public housing agency after the agency's actual costs were validated; (G) for public housing agencies that have experienced increased costs or loss of units in an area for which the President declared a disaster under title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5170 et seq.); and (H) for costs associated with mainstream vouchers: Provided further, That the Secretary shall allocate amounts under the preceding proviso based on need, as determined by the Secretary;

Tenant Protection

$600,622,000 shall be available for section 8 rental assistance for relocation and replacement of housing units that are demolished or disposed of pursuant to section 18 of the Act, conversion of section 23 projects to assistance under section 8, relocation of witnesses (including victims of violent crimes) in connection with efforts to combat crime in public and assisted housing pursuant to a request from a law enforcement or prosecution agency, enhanced vouchers under any provision of law authorizing such assistance under section 8(t) of the Act, choice neighborhood vouchers, mandatory and voluntary conversions, and tenant protection assistance including replacement and relocation assistance or for project-based assistance to prevent the displacement of unassisted elderly tenants currently residing in section 202 properties financed between 1959 and 1974 that are refinanced pursuant to Public Law 106—569, as amended, or under the authority as provided under this Act: Provided, That when a public housing development is submitted for demolition or disposition under section 18 of the Act, the Secretary may provide section 8 rental assistance when the units pose an imminent health and safety risk to residents: Provided further, That the Secretary may provide section 8 rental assistance from amounts made available under this paragraph for units assisted under a project-based subsidy contract funded under the "Project-Based Rental Assistance" heading under this title where the owner has received a Notice of Default and the units pose an imminent health and safety risk to residents: Provided further, That of the amounts made available under this paragraph, no less than $5,000,000 may be available to provide tenant protection assistance, not otherwise provided under this paragraph, to residents residing in low vacancy areas and who may have to pay rents greater than 30 percent of household income, as the result of: (A) the maturity of a HUD-insured, HUD-held or section 202 loan that requires the permission of the Secretary prior to loan prepayment; (B) the expiration of a rental assistance contract for which the tenants are not eligible for enhanced voucher or tenant protection assistance under existing law; or (C) the expiration of affordability restrictions accompanying a mortgage or preservation program administered by the Secretary: Provided further, That such tenant protection assistance made available under the preceding proviso may be provided under the authority of section 8(t) or section 8(o)(13) of the Act: Provided further, That any tenant protection voucher made available from amounts under this paragraph shall not be reissued by any public housing agency, except the replacement vouchers as defined by the Secretary by notice, when the initial family that received any such voucher no longer receives such voucher, and the authority for any public

housing agency to issue any such voucher shall cease to exist: Provided further, That the Secretary may only provide replacement vouchers for units that were occupied within the previous 24 months that cease to be available as assisted housing, subject only to the availability of funds: Provided further, That amounts made available under this paragraph may be available to provide calendar year 2026 assistance to public housing agencies that would otherwise be required to terminate emergency housing vouchers (Public Law 117-2; 135 Stat. 58) for families as a result of insufficient funding;

Administrative Fees
$2,835,935,000 shall be available for administrative and other expenses of public housing agencies in administering the section 8 tenant-based rental assistance program, of which up to $30,000,000 shall be available to the Secretary to allocate to public housing agencies that need additional funds to administer their section 8 programs, including fees associated with section 8 tenant protection rental assistance, the administration of disaster related vouchers, HUD—VASH vouchers, and other special purpose incremental vouchers: Provided, That no less than $2,805,935,000 of the amount provided in this paragraph shall be allocated to public housing agencies for the calendar year 2026 funding cycle based on section 8(q) of the Act (and related appropriations Act provisions) as in effect immediately before the enactment of the Quality Housing and Work Responsibility Act of 1998 (Public Law 105-276): Provided further, That if the amounts made available under this paragraph are insufficient to pay the amounts determined under the preceding proviso, the Secretary may decrease the amounts allocated to agencies by a uniform percentage applicable to all agencies receiving funding under this paragraph or may, to the extent necessary to provide full payment of amounts determined under the preceding proviso, utilize unobligated balances, including recaptures and carryover, remaining from funds appropriated under this heading from prior fiscal years, excluding special purpose vouchers, notwithstanding the purposes for which such amounts were appropriated: Provided further, That all public housing agencies participating in the MTW demonstration shall be funded in accordance with the requirements of the MTW demonstration program or their MTW agreements, if any, and shall be subject to the same uniform percentage decrease as under the preceding proviso: Provided further, That amounts provided under this paragraph shall be only for activities related to the provision of tenant-based rental assistance authorized under section 8, including related development activities;

HUD-VASH Program
$15,000,000 shall be available for incremental rental voucher assistance for use through a supported housing program administered in conjunction with the Department of Veterans Affairs as authorized under section 8(o)(19) of the United States Housing Act of 1937: Provided, That the Secretary of Housing and Urban Development shall make such funding available, notwithstanding section 203 (competition provision) of this title, to public housing agencies that partner with eligible VA medical centers or other entities as designated by the Secretary of the Department of Veterans Affairs, based on geographical need for such assistance as identified by the Secretary of the Department of Veterans Affairs, public housing agency administrative performance, and other factors as specified by the Secretary of Housing and Urban Development in consultation with the Secretary of the Department of Veterans Affairs: Provided further, That the Secretary of Housing and Urban Development may waive, or specify alternative requirements for (in consultation with the Secretary of the Department of Veterans Affairs), any

provision of any statute or regulation that the Secretary of Housing and Urban Development administers in connection with the use of funds made available under this paragraph (except for requirements related to fair housing, nondiscrimination, labor standards, and the environment), upon a finding by the Secretary that any such waivers or alternative requirements are necessary for the effective delivery and administration of such voucher assistance: Provided further, That assistance made available under this paragraph shall continue to remain available for homeless veterans upon turnover: Provided further, That of the total amount made available under this paragraph, up to $10,000,000 may be for additional fees established by and allocated pursuant to a method determined by the Secretary for administrative and other expenses (including those eligible activities defined by notice to facilitate leasing, such as security deposit assistance and costs related to the retention and support of participating owners) of public housing agencies in administering HUD—VASH vouchers;

Family Unification Program

$30,000,000 shall be available for the family unification program as authorized under section 8(x) of the Act: Provided, That the amounts made available under this paragraph are provided as follows: (A) $5,000,000 shall be available for new incremental voucher assistance, which shall continue to remain available for family unification upon turnover; and (B) $25,000,000 shall be available for new incremental voucher assistance to assist eligible youth as defined by such section 8(x)(2)(B) of the Act, which shall continue to remain available for such eligible youth upon turnover: Provided, That such amounts shall be available on a non-competitive basis to public housing agencies that partner with public child welfare agencies to identify such eligible youth, that request such assistance to timely assist such eligible youth, and that meet any other criteria as specified by the Secretary: Provided further, That the Secretary shall review utilization of such assistance and assistance originating from appropriations made available for youth under this heading in any prior Act that the Secretary made available on a noncompetitive basis, at an interval to be determined by the Secretary, and unutilized voucher assistance that is no longer needed based on such review shall be recaptured by the Secretary and reallocated pursuant to the preceding proviso: Provided further, That any public housing agency administering new incremental voucher assistance originating from appropriations made available for the family unification program under this heading in this or any prior Act that the Secretary made available on a competitive basis that determines it no longer has an identified need for such assistance upon turnover shall notify the Secretary, and the Secretary shall recapture such assistance from the agency and reallocate it to any other public housing agency or agencies based on need for voucher assistance in connection with such specified program or eligible youth, as applicable; and

Tracking of Special Purpose Vouchers

The Secretary shall separately track all special purpose vouchers funded under this heading and continue to provide timely updates on budget, utilization, spending and leasing trends for all vouchers by purpose on the voucher data dash-board on the publicly accessible website of the Department: Provided, That upon turnover, special purpose vouchers issued pursuant to section 811 of the Cranston-Gonzalez National Affordable Housing Act (42 U.S.C. 8013) funded under this or any other heading in this or prior Acts, shall be provided to non-elderly persons with disabilities.

Appendix B: Shortfall Funding Availability, Shortfall Policies, Application Process, and Calculation of Department of Housing and Urban Development (HUD)-Confirmed Shortfall

Under the Consolidated Appropriations Act, 2026 (P.L. 119-75) (2026 Act), HUD may make shortfall awards under the housing assistance payment (HAP) set-aside "for public housing agencies that despite taking reasonable cost savings measures, as determined by the Secretary, would otherwise be required to terminate rental assistance for families as a result of insufficient funding." Public housing agencies (PHAs) must follow all HUD requirements to be awarded funds under the Category 1 HAP set-aside. This appendix describes how HUD and PHAs identify potential shortfalls, cost-savings measure policies that apply to all PHAs, and additional cost-savings measures that apply to PHAs based on their shortfall history.

I. IDENTIFICATION OF POTENTIAL SHORTFALL

Using the most appropriate available data, HUD generates an internal estimate of PHAs at risk of a shortfall. As a courtesy, HUD proactively reaches out to all PHAs determined to be at risk of shortfall and offers technical assistance in developing cost projections and adopting cost-savings measures. HUD projections are only estimates, however, and ultimately PHAs are in the best position to assess their funding and spending trajectories.

Accordingly, it is the responsibility of each PHA to determine whether it is at risk of shortfall and notify HUD at ShortfallInquiries@hud.gov as soon as possible after it has received its 2026 funding allocation. PHAs that fail to adequately identify shortfall risk after August 2026 and begin working with HUD's Shortfall Protection Team (SPT) late in the year, may be less likely to receive supplemental funding to fully cover their shortfall needs if HUD does not have adequate funding to address all shortfalls.

II. POLICIES APPLICABLE TO ALL PHAS TO BE ELIGIBLE FOR CATEGORY 1 HAP SET-ASIDE FUNDS

The following policies apply to all PHAs to be eligible for Category 1 HAP set-aside funds. In addition to the policies described in this section, HUD reserves the right to:

- Require PHAs to take additional specific cost-savings actions
- Require PHAs to further suspend leasing activities
- Require PHAs to rescind recently issued vouchers (PHAs should not rescind previously issued vouchers unless required to do so by HUD.)
- Conduct in-depth financial and compliance reviews and issue corrective actions to the PHA
- Make exceptions based on sufficient evidence provided by the PHA if it is necessary to avoid terminations of assistance

Sections III, IV, and V describe additional policies that are applicable to PHAs based on the number of times the PHA has been in shortfall. After publication of this notice, HUD will notify PHAs by email of the number of times they have been in shortfall using the executive director contact information entered into HUD's Inventory Management System/Public and Indian Housing (PIH) Inventory Center (IMS/PIC) system.

HUD reminds PHAs that under 24 CFR 982.158 HUD and the Comptroller General of the United States shall have full and free access to all PHA offices and facilities, and to all accounts and other records of the PHA that are pertinent to administration of the program, including the right to examine or audit the records, and to make copies. The PHA must grant this access to computerized or other electronic records, and to any computers, equipment or facilities containing such records, and shall provide any information or assistance needed to access the records. HUD may exercise this authority to review PHAs with exceptional or repeated shortfall amounts and awards.

To be eligible for Category 1 HAP set-aside funds a PHA:

A. Must Immediately Adopt Cost-Savings Measures and Work with the SPT

Due to the extreme risk for terminations of assistance, for PHAs with a projected shortfall greater than 10 percent of 2026 annual budget authority, the SPT will send an email that the PHA is in a confirmed shortfall. Shortfall projections this percentage of annual budget authority have a high degree of certainty of being an actual funding shortfall in 2026.

At the time of the email confirmation, the SPT will instruct the PHA to begin implementing policies described in this section to be eligible for the HAP set-aside. The SPT will then set up a discussion with the PHA to review prior number of shortfall awards and the applicability of policies in sections III, IV, and V of appendix B.

PHAs that disagree with HUD's confirmation may email ShortfallInquiries@hud.gov for a discussion regarding HUD's calculation and determination and any information the PHA has to support that they do not believe they will be in a shortfall.

For PHAs with projected shortfall less than 10 percent of 2026 annual budget authority, the SPT will reach out and inform the PHA that HUD is projecting a shortfall for the PHA. The PHA will be advised to immediately begin implementing cost-savings measures to prevent terminations of assistance.

To be eligible for shortfall funds, each PHA must work with the SPT. The SPT will monitor the PHAs' cost-savings activities through an action plan developed with the PHA, apply policies in this notice, and assist the PHA in developing cost projections. The PHA must adhere to these and any other applicable instructions from the SPT that are necessary to avoid terminations of assistance.

If, at any point after confirmation of the shortfall, the PHA's projection demonstrates that, because of its leasing suspension and other cost-savings activities, it is no longer projected to be in shortfall, the PHA may elect either to continue working with the SPT and adhere to the requirements in section IV.B. and this appendix, or to discontinue working with the SPT and no longer adhere to these requirements. However, if the PHA elects to discontinue working with the SPT and to not adhere to these requirements, the PHA will be at higher risk for not receiving funding to

address shortfalls if HUD does not have enough available funds to cover all shortfalls. HUD may also require PHAs that were in shortfall in 2026 to continue cost-savings measures and work with the SPT into 2027 until such time that HUD has confirmed the PHA will not be in a shortfall to help mitigate the risk for terminations of assistance.

B. Must Submit a Complete Application for Shortfall Funding by the Deadline

The PHA must submit an application to HUD for a HAP set-aside under Category 1 (Shortfall Application) by January 29, 2027, (see table 2). A sample of the shortfall application is in appendix C. PHAs must indicate all cost-savings measures adopted and the date of adoption in the shortfall application. MTW PHAs are strongly encouraged to consider whether any MTW activities increase costs and should be discontinued to ensure adequate funds are available for continued assistance for currently housed families. PHAs must also submit their most recently generated 2-Year Tool. PHAs in groups 2 and 3, as defined below, must also submit additional documentation described further in this section and in the sample shortfall application.

C. Must Not Transition Emergency Housing Voucher Families to a Turnover Housing Choice Voucher

The PHA may not transition any Emergency Housing Voucher (EHV) families to the Housing Choice Voucher (HCV) tenant-based or Project-Based Voucher (PBV) program using a turnover voucher if the PHA is in a confirmed shortfall.

D. Must Not Issue Tenant-Based Vouchers (with Limited Exceptions)

PHAs in a confirmed shortfall generally do not have adequate budget authority to support any additional leasing. PHAs must suspend all tenant-based voucher issuances except for:

1. Vouchers issued to current HCV participants to allow them to move, including:
    a. Vouchers that would be issued to families occupying PBV units that are assisted under a PBV HAP contract that is terminating or expiring (other than a termination on the basis of insufficient funding) in accordance with 24 CFR 983.206(b)
    b. Vouchers issued to current PBV participants that are moving with tenant-based HCV assistance out of a PBV unit for which HAP is abated due to noncompliance with housing quality standards in accordance with 24 CFR 983.208(d)
2. HUD-Veterans Affairs Supportive Housing (HUD-VASH) Vouchers
3. The Melania Trump Foster Youth to Independence (FYI) Initiative
4. Community Choice Demonstration (new increments only) Vouchers
5. Newly awarded Family Unification Program (FUP) or Tenant Protection Vouchers (TPV) in Calendar Year (CY) 2025 or CY 2026
6. Vouchers provided pursuant to a legal settlement after receiving approval from HUD

7. Vouchers issued to currently assisted families who are requesting to move as a reasonable accommodation for a family member with disabilities, including families living in units under a PBV HAP contract
8. Vouchers issued to currently assisted families who is/are a victim of domestic violence, dating violence, sexual assault, or stalking, to facilitate an emergency transfer under the requirements at 24 CFR part 5 subpart L

There are some circumstances where potential tenant-based voucher issuances are triggered related to circumstances within the PBV program. While in shortfall:

- PHAs do not have available vouchers for the purpose of providing continued assistance under 24 CFR 983.261, commonly known as "choice mobility" moves. However, PHAs can issue tenant-based vouchers to PBV families for the reasons described in paragraphs 7. and 8. above.
- PHAs do not have available vouchers to offer tenant-based HCV assistance to PBV families to move from wrong-size or accessible units under 24 CFR 983.260(b)(1)(iv) and must offer another form of continued assistance (which may include removal of the family's unit from the PBV HAP contract to enable the family to use its voucher as tenant-based assistance per 24 CFR 983.260(b)(2)) in such a case. This would be an additional exception under paragraph 4. above.
- PHAs do not have available vouchers to allow in-place PBV families to move from units with non-life-threatening (NLT) deficiencies and therefore cannot implement the NLT option for PBV HAP contract execution for projects with in-place families under 24 CFR 983.103(c)(2).

E. Must Not Absorb Vouchers

PHAs in a confirmed shortfall must continue to allow moves into and out of the jurisdiction through portability. However, PHAs in a confirmed shortfall must immediately stop absorbing families into the HCV program that have ported in from another PHA and instead must bill the initial PHA.

F. Must Not Issue New Requests for Proposals or Select New PBV Proposals or Projects (with Limited Exceptions)

PHAs in confirmed shortfall may not issue new requests for proposals (RFPs) or select new PBV proposals or projects after the shortfall confirmation, except that:

- PHAs may execute new Rental Assistance Demonstration (RAD) PBV HAP contracts.
- PHAs may issue new RFPs or select new PBV proposals or projects pursuant to a CY 2025 or CY 2026 allocation of TPVs.

PHAs must cancel RFPs or other selection processes that are underway as of the date of the shortfall confirmation but have not yet resulted in a proposal or project selection.

G. Must Adhere to Limitations on Extraordinary Operating Cost Factor Requests for RAD Properties

The PHA may submit to the Office of Recapitalization any requests for extraordinary Operating Cost Factor (OCF) adjustments while in a confirmed shortfall but may not implement any extraordinary OCF until after the PHA is confirmed to no longer be in a shortfall. The PHA may not implement any previously approved, but not yet effective, extraordinary OCF adjustments while in shortfall.

H. Must Not Approve PBV Substantial Rehabilitation Requests if They Require Issuance of Additional Tenant-Based Vouchers

PHAs in confirmed shortfall that receive owner requests to approve substantial improvements to PBV projects pursuant to 24 CFR 983.212 must carefully consider owners' plans to house families and must disapprove owner requests to perform substantial improvement on units under a PBV HAP contract if the substantial improvement will make it necessary for the PHA to issue additional vouchers while in shortfall.

I. Must Not Add Units to PBV Contracts (with Limited Exceptions)

PHAs in confirmed shortfall do not have available vouchers for the purpose of adding units to a PBV HAP contract. The only exception is where PHAs must add units back to one or more PBV HAP contracts if required for substantial improvement under 24 CFR 983.212 that was approved prior to shortfall confirmation in order to meet contractual obligations.

J. Must Continue to Meet Contractual Obligations Associated with PBV Contracts

HUD's goal through the Category 1 HAP set-aside is to avoid all terminations of assistance. In extremely rare circumstances where HUD would approve terminations of assistance, HUD would work with the PHA in accordance with the policies described in their Administrative Plan. Unless PHAs must terminate a PBV HAP contract or HAP contracts due to insufficient funding, HUD reminds PHAs that they must continue to meet their contractual obligations, including:

- PHAs must refer applicant families for occupancy of PBV contract units under a PBV HAP contract that is in effect, including a RAD PBV HAP contract.
- PHAs must execute a PBV HAP contract (including execution in stages) for units that were subject to an Agreement to Enter into a HAP Contract (AHAP) that was in effect prior to the shortfall confirmation, provided the owner completes the units and otherwise fulfills all AHAP terms.
- PHAs must execute an AHAP and/or PBV HAP contract for units that were selected prior to the shortfall confirmation, except in cases in which the PHA is exercising rescission as a cost-savings measure as described in Notice PIH 2025-28 § III.A.5.
- PHAs must add units back to one or more PBV HAP contracts if required for substantial improvement under 24 CFR 983.212 that was approved prior to shortfall confirmation.

As a reminder, PHAs may execute RAD PBV HAP contracts to effectuate all RAD applications that have been approved by HUD.

K. May Submit Regulatory Waivers to Achieve Cost Savings

PHAs are reminded that under Notice PIH 2025-28, should the PHA demonstrate good cause to prevent a shortfall, they may apply for waiver requests to:

- Apply decreases in the payment standard during the HAP contract term immediately.
- Establish payment standards below 90 percent of the applicable fair market rent.
- Seek other regulatory waivers.

III. POLICIES APPLICABLE TO PHAS IN SHORTFALL FOR FIRST OR SECOND TIME SINCE 2016 – GROUP 1

PHAs that are in confirmed shortfall for the first or second time since 2016, must follow the policies described in section II of this appendix.

IV. POLICIES APPLICABLE TO PHAS IN SHORTFALL FOR THIRD, FOURTH, OR FIFTH TIME SINCE 2016 – GROUP 2

PHAs that are in confirmed shortfall for the third, fourth, or fifth time since 2016 (Group 2) have demonstrated that their programs are not adequately bringing expenditures in line with authorized budget authority. To help the PHA address the financial distress within their program and to minimize the risk that they may have to terminate assistance to address cost overruns, PHAs in Group 2 must follow the policies described in section II of this appendix, along with the following additional policies:

- Immediately cease the use of any exception payment standards and Moving to Work (MTW) payment standards above the basic range, including use of exception payment standard Small Area Fair Market Rents. This does not apply to reasonable accommodation exception payment standards or exception payment standards for the HUD-VASH program.
- Strongly consider a waiver request to apply payment decreases immediately in accordance with Notice PIH 2025-28.
- Only issue vouchers in permitted tenant-based leasing categories with prior HUD SPT approval, excluding statutorily required issuances (such as for TPVs for section 8 project-based rental assistance (PBRA) opt-outs).
- Include in the shortfall application a letter from the board chair that includes:
  - Acknowledgment that the PHA is at high risk of having to terminate assistance, including termination of PBV HAP contracts, if applicable, and that the board has reviewed the termination of assistance policies in the PHA's Administrative Plan.
  - Identification of policies, procedures, and other actions the PHA will take to ensure prudent financial oversight and management that will help ensure the PHA avoids shortfalls in future years, along with a timeline for implementation.

HUD strongly encourages PHAs to use administrative fees to improve the PHA's management of the program, including but not limited to financial management training, process improvements when determining available funds to issue vouchers and enter into new PBV commitments, and completion of regular and interim reexaminations timely. Should a PHA not use administrative fees to improve program management, HUD may invoke 24 CFR 982.155, which permits HUD to direct the PHA to use funds in the administrative fee reserve to improve administration of the program.

V. PHAS IN SHORTFALL SIX OR MORE TIMES SINCE 2016 – GROUP 3

PHAs that are in confirmed shortfall for the sixth or more time since 2016 have demonstrated that their programs likely does not have adequate financial management oversight and are at higher risk of terminating assistance to address cost overruns. To help these PHAs address the financial distress within their programs and to minimize the risk that they may need to terminate assistance to address cost overruns, PHAs in Group 3 must follow the policies described in section II of this appendix, along with the following additional policies:

- Immediately cease the use of any exception payment standards and/or MTW payment standards above the basic range, including use of exception payment standard Small Area Fair Market Rents. This does not apply to reasonable accommodation exception payment standards or exception payment standards for the HUD-Veterans Affairs Supportive Housing (HUD-VASH) program.
- Review payment standards within the basic range and assess whether payment standards should be reduced. If the PHA determines that payment standards should not be reduced, the PHA must propose significant, alternative cost savings measures for HUD to review. The PHA must then adopt significant, alternative cost savings measures.
- If reducing payment standards, strongly consider a waiver request to apply payment standard decreases immediately in accordance with Notice PIH 2025-28.
- Issue vouchers only in permitted tenant-based leasing categories with prior HUD SPT approval, excluding statutorily required issuances (such as TPVs for section 8 PBRA opt-outs).
- As part of the Shortfall Application, include a letter from the board chair that includes an acknowledgment that the PHA is at high risk of having to terminate assistance, including termination of PBV HAP contracts, if applicable, and that the board has reviewed the termination of assistance policies in the PHA's Administrative Plan.
- Submit a detailed assessment of the root causes of the PHA's repeated shortfalls and the actions the PHA plans to take to address those causes.
- HUD may elect to perform an on-site or remote review to further identify any additional root causes of the PHA's repeated shortfalls. PHAs would then be required to develop a corrective action plan to remedy any identified causes or deficiencies.
- If the PHA has vouchers on the street, submit a plan for rescinding vouchers that HUD will review and determine if vouchers should be rescinded.
- Provide a copy of the PHA's current Administrative Plan section that describes the PHA's adopted policies for termination of assistance, including termination of PBV contracts.

- Submit a listing of outside sources of funds identified in Notice PIH 2013-28 that could be used by the PHA to address shortfalls. Should HUD determine there is inadequate funding to address all shortfalls, HUD may require the PHA to use outside sources of funds to prevent terminations of assistance.

HUD will strongly encourage PHAs to use administrative fees to improve the PHA's management of the program, including but not limited to financial management training, process improvements when determining available funds to issue vouchers and enter into new PBV commitments, and completion of regular and interim reexaminations timely. Should a PHA not use administrative fees to improve program management, HUD may invoke 24 CFR 982.155, which permits HUD to direct the PHA to use funds in the administrative fee reserve to improve administration of the program.

VI. AWARD CALCULATION

Throughout the year, the Shortfall Prevention Team will work with PHAs, including using the 2-Year Projection Tool, (TYT) to develop shortfall estimates. PHAs should implement extensive cost-savings measures to reduce or eliminate the need for any shortfall funds from HUD. However, should the PHA demonstrate the need for HAP set-aside funds, HUD will calculate PHAs' shortfall award eligibility as follows:

- HUD will use the most appropriate available data at the time of the shortfall award to determine the amount of the award including data from the following HUD Systems: TYT, Voucher Management System (VMS), HUD Central Accounting and Program System (HUDCAPS), IMS/PIC, or eVMS. HUD will calculate shortfall awards consistently.

  HUD must rely on the data reported by PHAs into HUD systems. PHAs are reminded that inaccurate reporting into HUD systems may result in a PHA's award not reflecting the total amount actually needed by the PHA or may result in repayment agreements with HUD if the PHA has been improperly awarded too much funding due to improper reporting.

- HUD will prorate or prioritize the award based on the criteria in section IV.B.1.
- Generally, individual PHA shortfall eligibility is calculated using:
  - Available PHA resources:
    - Actual Renewal Annual Budget Authority (ABA) for 2026
    - Any new voucher incremental funding applicable to CY 2026
    - Non-shortfall HAP set-aside amounts awarded or expected to be awarded in 2026
    - HUD-calculated restricted net position (RNP) as of December 31, 2025
    - HUD-held reserve as of December 31, 2025
    - As applicable, any other sources of funds in accordance with Notice PIH 2013-28

- Current HAP leasing and expense data, projected through the end of CY 2026, including adjustments for:
  - Projected attrition
  - Cost-savings measures anticipated to be realized, including adherence to tenant-based and project-based voucher leasing restrictions

For MTW PHAs, HUD will consider any use of MTW flexibility with HAP funds for a non-HAP purpose when calculating the PHA's shortfall award, as these awards are intended to prevent terminations of assistance. Generally, HUD will reduce the shortfall award by the amount of HAP used for non-HAP purposes after shortfall confirmation. In the case where HAP is used for local, non-traditional programs that are directly supporting rental assistance, HUD may consider those expenditures for the purposes of calculating shortfall award.

After the PHA has submitted a completed shortfall application once, HUD will calculate the PHA's monthly shortfall award. PHAs do not need to reapply to receive additional funding. PHAs are cautioned that, in the event there is less available shortfall funding than need, shortfall awards may be delayed as HUD re-calculates funding awards based on priority and proration policies.

Appendix C: HCV HAP Set-Aside Category 1: Prevention of Terminations of Assistance Due to Insufficient Funding

As described in section IV.B.2.a. of Notice PIH 2026-12, public housing agencies (PHAs) that want to apply for housing assistance payments (HAP) set-aside funds for Category 1: Prevention of Terminations of Assistance Due to Insufficient Funding must complete and sign the application by the deadline and through the DocuSign link provided in table 2. The information in this appendix is to assist PHAs in further understanding the application requirements to complete the DocuSign.

HUD will only accept applications completed and signed through DocuSign.

PHA Application for HCV HAP Set-Aside Category 1:
Prevention of Terminations Due to Insufficient Funding (Shortfall)

PHA Name	
PHA Code	
Executive Director Name	

The above-referenced PHA is applying for shortfall funds and has undertaken reasonable cost-savings measures to prevent termination of Housing Choice Voucher (HCV) participants due to insufficient funds. The application must be signed by the appropriate PHA official.

Cost-Savings Measures Adopted by PHA and Date

Cost-Savings Measures	***Date***
Stopped issuing vouchers except for those in allowable categories	
Stopped portability absorption	
Reduced payment standards effective date	
Ensured correct voucher size	
Reduced late reexams	
Reviewed utility allowance rates	
Reviewed rent reasonableness policies and procedures	
Stopped entering into new PBV contracts	
Reviewed PBV rent to owner policies	
Increased minimum rent	
Reduced subsidy standards	
Requested waiver to apply decreases in payment standard immediately (requires prior HUD approval)	
Requested waiver to establish payment standards below 90% of the applicable Fair Market Rent	
Denied portability and moves within PHA jurisdiction for higher cost moves	
Rescinded vouchers (requires prior HUD approval)	

Cost-Savings Measures	*Date*
Paused implementation of alternative Operating Cost Factor	
[Additional measures taken by the PHA]	

Attachments: The PHA must attach a recent 2-Year Tool that shows the PHA's estimated amount of shortfall need at the end of 2026. Category 2 and 3 PHAs must also provide additional attachments as described in appendix B.

Certifications:

I hereby certify the following:

____At the time of application, the PHA is working with the HUD Shortfall Prevention Team (SPT) and SPT has confirmed the PHA is in a shortfall position. (PHAs that are not currently working with the SPT but believe they are in a shortfall position should immediately contact ShortfallInquiries@hud.gov.)

____I, the undersigned, certify under penalty of perjury that the information stated herein, as well as any information provided in the accompaniment herewith, is true, accurate, and correct.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802; 24 CFR §28.10(b)(1)(iii)).

_____ _____
Signature of Executive Director Date

_____ _____
Contact Name Phone Number

Appendix D: HAP Set-Aside Category 2: Unforeseen Circumstances

As described in section IV.B.2.b. of Notice PIH 2026-12, public housing agencies (PHAs) that want to apply for housing assistance payments (HAP) set-aside funds for Category 2: Unforeseen Circumstances must complete and sign the application by the deadline and through the DocuSign link provided in table 2. The information in this appendix is to assist PHAs in further understanding the application requirements to complete the DocuSign.

HUD will only accept applications completed and signed through DocuSign.

PHA Application for HAP Set-Aside Category 2: Unforeseen Circumstances

PHA Name	
PHA Code	
Executive Director Name	

In addition to completing and signing this document, the PHA must attach a written narrative to this application describing the unforeseen circumstances and their relationship to the significantly increased renewal costs in calendar year (CY) 2026. The narrative must identify the unforeseen circumstances, describe how the identified circumstances differ from what the PHA experienced in prior years, and tie them to the situation(s) occurring in the PHA's local area and/or to their participants.

Certifications:

____I hereby certify that the HCV program experienced increased renewal costs due to per-unit cost increases in CY 2026 due to unforeseen circumstances.

____I hereby certify I have attached the written narrative describing the unforeseen circumstances and their relationship to significantly increased renewal costs in CY 2026.

____I, the undersigned, certify under penalty of perjury that the information stated herein, as well as any information provided in the accompaniment herewith, is true, accurate, and correct.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802; 24 CFR §28.10(b)(1)(iii)).

_____ _____

Signature of Executive Director Date

_____ _____

Contact Name Phone Number

Appendix E: HAP Set-Aside Category 3: Portability

As described in section IV.B.2.c. of Notice PIH 2026-12, public housing agencies (PHAs) that want to apply for housing assistance payments (HAP) set-aside funds for Category 3: Portability must complete and sign the application by the deadline and through the DocuSign link provided in table 2. The information in this appendix is to assist PHAs in further understanding the application requirements to complete the DocuSign.

HUD will only accept applications completed and signed through DocuSign.

PHA Application for HAP Set-Aside Category 3: Portability

PHA Name	
PHA Code	
Executive Director Name	

Certifications:

____I hereby certify that my PHA has experienced a significant increase in renewal costs due to portability for tenant-based rental assistance under section 8 (r) of the U.S. Housing Act of 1937. I certify that I am eligible for this HAP set-aside category in accordance with the PHA eligibility criteria described in section IV.B.2.c. of Notice PIH 2026-12.

____I, the undersigned, certify under penalty of perjury that the information stated herein, as well as any information provided in the accompaniment herewith, is true, accurate, and correct.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802; 24 CFR §28.10(b)(1)(iii)).

_____ _____

Signature of Executive Director Date

_____ _____

Contact Name Phone Number

Appendix F: HAP Set-Aside Category 4: Project-Based Vouchers

As described in section IV.B.2.d. of Notice PIH 2026-12, public housing agencies (PHAs) that want to apply for housing assistance payments (HAP) set-aside funds for Category 4: Project-Based Vouchers (PBVs) must complete and sign the application by the deadline and through the DocuSign link provided in table 2. The information in this appendix is to assist PHAs in further understanding the application requirements to complete the DocuSign.

HUD will only accept applications completed and signed through DocuSign.

PHA Application for HAP Set-Aside Category 4: Project-Based Vouchers

PHA Name	
PHA Code	
Executive Director Name	
Project Name	
Owner	
Project Type (Newly Constructed or Rehabilitated Housing)	

As a reminder, to be eligible under this category, the HAP contract must be executed in calendar year (CY) 2026.[25] If the HAP contract has not been executed by the application submission date, the PHA must state when the HAP contract will be executed. You must complete this appendix for each project you are requesting under this category of HAP set-aside funding.

The PHA must also attach:

1. New PBV Contract Documentation – Provide Either Option A or Option B

Option A: If the HAP contract is executed, the PHA must provide the complete executed HAP contract as an attachment. The HAP contract includes Form HUD-52530A, parts 1 and 2, as applicable, exhibits, and amendments. Please ensure that the attached contracts are signed and dated by all parties. Additionally, the PHA must complete items 2 and 3 below, the PBV Unit Count Detail and the PBV Cost Detail tables.

Option A -- Required Attachment: Executed HAP Contract
Form HUD-52530A, part 1 and 2, including all exhibits and amendments

OR

Option B: If the HAP contract isn't yet executed, the PHA must provide the below required attachments depending on whether the project was subject to an Agreement to

[25] On February 13, 2026 (91 FR 6865), HUD provided public notice of its intent to make a PHA-owned certification form available, which PHAs will have the option to use in lieu of a HAP contract upon the effective date of new regulations to be published at 24 CFR § 983.204(e). Once that option becomes effective, PHAs may substitute the PHA-owned certification, if applicable, for the HAP contract requirements described in this section.

Enter into a HAP Contract (AHAP). Additionally, the PHA must complete items 2 and 3 below, the PBV Unit Count Detail and the PBV Cost Detail tables.

Option B -- Required Attachments: For HAP Contracts Not Yet Executed and Which Were Subject to an AHAP
Forms HUD-52531A and 52531B, including all exhibits and amendments
Written certification stating that the PHA reasonably expects the HAP contract to be effective in CY 2026, including the expected effective date and timing of the addition of units if the units will be added in stages pursuant to 24 CFR 983.156(c)

Option B -- Required Attachments: For HAP Contracts Not Yet Executed and Which Were *Not* Subject to an AHAP
Written notice of proposal or project selection and the owner's written response, as required by 24 CFR 983.51(f)
Written certification stating that the PHA reasonably expects the HAP contract to be effective in CY 2026, including the expected effective date and timing of the addition of units if the units will be added in stages pursuant to 24 CFR 983.156(c)

AND

2. PBV Unit Count Details: The PHA must complete and submit the following table for the respective project's unit months withheld in 2025 for PBV category funding. The PHA must report the units only if they were reported as withheld in the Voucher Management System (VMS).

Period Allowed	**Jan 2025**	**Feb 2025**	**Mar 2025**	**April 2025**	**May 2025**	**June 2025**	**July 2025**	**August 2025**	**Sept 2025**	**Oct 2025**	**Nov 2025**	**Dec 2025**
Number of Contract Units												

AND

3. PBV Cost Details: The PHA must complete and submit the following table for the respective project in all requests for PBV category funding. HUD will calculate the total weighted average CY 2026 monthly costs incurred or the total weighted average CY 2026 monthly expected costs based on the information provided below and is mandatory irrespective of option A or B chosen by the PHA:

Unit Size	**Initial Rent to Owner OR Anticipated Initial Rent to Owner**	**Gross Rent OR Anticipated Gross Rent**	**Are Utilities Included in Rent?**	**Number of Contract Units OR Number of Anticipated Contract Units**
____ Bedroom				
____ Bedroom				
____ Bedroom				

Unit Size	Initial Rent to Owner OR Anticipated Initial Rent to Owner	Gross Rent OR Anticipated Gross Rent	Are Utilities Included in Rent?	Number of Contract Units OR Number of Anticipated Contract Units
____Bedroom				
____Bedroom				
____Bedroom				

The PHA may provide additional information here:

Comments:

Certification:

____I, the undersigned, certify under penalty of perjury that the information stated herein, as well as any information provided in the accompaniment herewith, is true, accurate, and correct.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802; 24 CFR §28.10(b)(1)(iii)).

_____ _____
Signature of Executive Director Date

_____ _____
Contact Name Phone Number

Appendix G: HAP Set-Aside Category 5: MTW Expansion PHAs Development Adjustment

As described in section IV.B.2.e. of Notice PIH 2026-12, public housing agencies (PHAs) that want to apply for housing assistance payments (HAP) set-aside funds for Category 5: Moving to Work (MTW) Expansion PHAs Development Adjustment must complete and sign the application by the deadline and through the DocuSign link provided in table 2. The information in this appendix is to assist PHAs in further understanding the application requirements to complete the DocuSign.

HUD will only accept applications completed and signed through DocuSign.

PHA Application for HAP Set-Aside Category 5: MTW Expansion PHAs Development Adjustments

MTW Expansion PHAs may apply for MTW-eligible commitment/development activity that is not a PBV commitment. For Project-Based Voucher (PBV) commitments, MTW Expansion PHAs should apply under HAP Set-Aside Category 4.

You must complete this appendix for each MTW-eligible commitment/activity.

PHA Name	
PHA Code	
Project Name	

The PHA must also attach:

- An approved Annual PHA Plan and MTW Supplement, identifying the PHA's binding agreement indicating its planned use of HAP funding, for each MTW-eligible development commitment for which a request is being made under this category
- Documentation to demonstrate the PHA will require an outlay or expenditure of funds, immediately or later in 2026 for the MTW-eligible development activity. This includes the submission of documentation demonstrating an obligation was made in 2025 for the project(s) and is an executed binding agreement between a MTW Expansion PHA and a third party. A Board Resolution is not considered an obligating document unless the MTW Expansion PHA is undertaking the development/construction work themselves.
- Examples of obligating documentation include but are not limited to:
    - construction contract;
    - promissory note for affordable housing;
    - purchase agreement; or
    - loan agreement, also attached to the corresponding Category 5 DocuSign form.

Topic	PHA Response
Number of projects being submitted for this adjustment	____ of ____
Select project type	New Construction or Rehabilitation

Topic	PHA Response
Total funding obligated but not expended in calendar year 2025	
Expected date of expenditures	
Project deliverable dates	

Certification:

____I, the undersigned, certify under penalty of perjury that the information stated herein, as well as any information provided in the accompaniment herewith, is true, accurate, and correct.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802; 24 CFR §28.10(b)(1)(iii)).

_____ _____
Signature of Executive Director Date

_____ _____
Contact Name Phone Number

Appendix H: HAP Set-Aside Category 6: HUD-VASH

As described in section IV.B.2.f. of Notice PIH 2026-12, public housing agencies (PHAs) that want to apply for housing assistance payments (HAP) set-aside funds for Category 6: HUD-Veterans Affairs Supportive Housing (HUD-VASH) must complete and sign the application by the deadline and through the DocuSign link provided in table 2. The information in this appendix is to assist PHAs in further understanding the application requirements to complete the DocuSign.

HUD will only accept applications completed and signed through DocuSign.

PHA Application for HAP Set-Aside Category 6: HUD-VASH

PHA Name	
PHA Code	
Executive Director Name	

My PHA is applying for HAP set-aside funding for Category 6: HUD-VASH because (select one or both):

____*Per Unit Cost (PUC) Increase:* My PHA's program-wide funded calendar year (CY) 2026 HUD-VASH HAP PUC is less than the current HUD-VASH HAP PUC based on the latest HUD-VASH HAP expenses in CY 2026, and/or

____*Leasing Increase:* My PHA's total HUD-VASH leasing for CY 2026 will exceed the leasing level included in the renewal funding plus the leasing that will be supported by the HAP program reserves.

Certification:

____I, the undersigned certify under penalty of perjury that the information stated herein, as well as any information provided in the accompaniment herewith, is true, accurate, and correct.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802; 24 CFR §28.10(b)(1)(iii)).

_____ _____
Signature of Executive Director Date

_____ _____
Contact Name Phone Number

Appendix I: HAP Set-Aside Category 8: Disaster

As described in section IV.B.2.g. of Notice PIH 2026-12, public housing agencies (PHAs) that want to apply for housing assistance payments (HAP) set-aside funds for Category 8: Disaster must complete and sign the application by the deadline and through the DocuSign link provided in table 2. The information in this appendix is to assist PHAs in further understanding the application requirements to complete the DocuSign.

HUD will only accept applications completed and signed through DocuSign.

PHA Application for HAP Set-Aside Category 8: Disaster

PHA Name	
PHA Code	
Executive Director Name	
Presidentially Declared Disaster that Impacted the PHA	

My PHA is applying for HAP set-aside funding for Category 8: Disaster, because (select one or both):

____*Loss of Units:* My PHA's leased units were reduced due to the Presidentially Declared Disaster. My PHA estimates that [insert number] units were lost and need funding. My PHA estimates that [insert number of months] in calendar year (CY) 2026 were impacted by the loss of units.

____*Increased Costs:* My PHA's experienced an increase in HAP expenses due to the Presidentially Declared Disaster. My PHA estimates that [insert number of months] in CY 2026 were impacted by the loss of units. My PHA is requesting a Per Unit Cost (PUC) amount of [insert requested PUC].

If applying under loss of units, the PHA must attach a written narrative detailing the following:

- Impact of the disaster that has caused a loss of units;
- PHA's assessment of the availability of rental housing stock in the PHA's jurisdiction;
- A description of any plans in the jurisdiction to increase the availability of rental stock, which may include the PHA's plan to project-base additional vouchers to increase the supply of units available to voucher families;
- Number of families currently on the PHA's Housing Choice Voucher (HCV) waiting list;
- Whether the waiting list is open or closed; and
- The PHA must also attach any additional evidence supporting the narrative.

If applying under increased costs, the PHA must attach a written narrative detailing the impact the disaster had on increasing costs, the per unit cost requested, and evidence to support the narrative and how the PUC was determined. For example, the PHA may provide data supporting

the higher requested PUC by providing the Inventory Management System/PIH Information Center (IMS/PIC) data for recent new admissions and/or recent movers or other data supporting its request for a funding adjustment.

Certification:
____I, the undersigned, certify under penalty of perjury that the information stated herein, as well as any information provided in the accompaniment herewith, is true, accurate, and correct.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802; 24 CFR §28.10(b)(1)(iii)).

_____	_____
Signature of Executive Director	Date
_____	_____
Contact Name	Phone Number

Appendix J: HAP Set-Aside Category 9: Non-Life-Threatening Inspection Withheld HAP

As described in section IV.B.2.h. of Notice PIH 2026-12, public housing agencies (PHAs) that want to apply for housing assistance payments (HAP) set-aside funds for Category 9: Non-Life-Threatening (NLT) Inspection Withheld HAP must complete and sign the application by the deadline and through the DocuSign link provided in table 2. The information in this appendix is to assist PHAs in further understanding the application requirements to complete the DocuSign.

HUD will only accept applications completed and signed through DocuSign.

PHA Application for HAP Set-Aside Category 9:
Non-Life-Threatening Inspection Withheld HAP

PHA Name	
PHA Code	
Executive Director Name	

The PHA must attach a spreadsheet identifying the amount of calendar year (CY) 2025 withheld HAP, by unit, by month, and the date the retroactive payment was made to the owner in CY 2026. HUD compares this information to the Prior Month Corrections (PMCs) reported in the Voucher Management System (VMS) for NLT.

Certifications:

____I hereby certify that my PHA has completed the Voucher Management System Non-Life-Threatening Inspection HAP entries as required in section IV.B.2.i. of Notice PIH 2026-12.

____I, the undersigned, certify under penalty of perjury that the information stated herein, as well as any information provided in the accompaniment herewith, is true, accurate, and correct.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802; 24 CFR §28.10(b)(1)(iii)).

_____ _____
Signature of Executive Director Date

_____ _____
Contact Name Phone Number

Appendix K: HAP Set-Aside Category 10: Mainstream Vouchers Increased Costs

As described in section IV.B.2.i. of Notice PIH 2026-12, public housing agencies (PHAs) that want to apply for housing assistance payments (HAP) set-aside funds for Category 10: Mainstream Vouchers Increased Costs must complete and sign the application by the deadline and through the DocuSign link provided in table 2. The information in this appendix is to assist PHAs in further understanding the application requirements to complete the DocuSign.

HUD will only accept applications completed and signed through DocuSign.

PHA Application for HAP Set-Aside Category 10: Mainstream Vouchers Increased Costs

PHA Name	
PHA Code	
Executive Director Name	

Certification:

____I hereby certify that my PHA's program-wide funded calendar year (CY) 2026 renewal funding Per Unit Cost (PUC) is less than the current Mainstream HAP PUC based on the latest Mainstream HAP expenses in CY 2026, per the Voucher Management System (VMS).

____I, the undersigned, certify under penalty of perjury that the information stated herein, as well as any information provided in the accompaniment herewith, is true, accurate, and correct.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802; 24 CFR §28.10(b)(1)(iii)).

_____ _____
Signature of Executive Director Date

_____ _____
Contact Name Phone Number

Appendix L: Special Fee Category I: PHA Exception Payment Standard Elimination

As described in section V.E.9. of Notice PIH 2026-12, public housing agencies (PHAs) that want to apply for Special Fee Category I: PHA Exception Payment Standard Elimination must complete and sign the application by the deadline and through the DocuSign link provided in table 3. The information in this appendix is to assist PHAs in further understanding the application requirements to complete the DocuSign.

HUD will only accept applications completed and signed through DocuSign.

PHA Application for Special Fee: Category I:
PHA Exception Payment Standard Elimination

PHA Name	
PHA Code	
Executive Director Name	

The PHA must complete all fields within this appendix and attach all required supporting documentation, to include a copy of the PHA's updated payment standard schedule and evidence of the official action taken by the PHA to stop the usage of exception payment standards that exceed the basic range.

Certification:

____I hereby certify that my PHA updated the payment standard schedule to stop using exception payment standards, including use of Small Area Fair Market Rent (SAFMR) based exception payment standards, and/or Moving to Work (MTW) payment standards that exceed the basic range, no later than October 1, 2026.

____I hereby certify my PHA has stopped usage of these payment standards, in accordance with 24 CFR 982.505(c)(3), for their entire Housing Choice Voucher (HCV) tenant-based and project-based programs, excluding reasonable accommodation exception payment standards and HUD-Veterans Affairs Supportive Housing (HUD-VASH).

____I, the undersigned, certify under penalty of perjury that the information stated herein, as well as any information provided in the accompaniment herewith, is true, accurate, and correct.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802; 24 CFR §28.10(b)(1)(iii)).

Signature of Executive Director	Date
Contact Name	Phone Number

Appendix M: Special Fee Category J: Secretary's Discretion

As described in section V.E.10. of Notice PIH 2026-12, public housing agencies (PHAs) that want to apply for Special Fee Category J: Secretary's Discretion must complete and sign the application by the deadline and through the DocuSign link provided in table 3. The information in this appendix is to assist PHAs in further understanding the application requirements to complete the DocuSign.

HUD will only accept applications completed and signed through DocuSign.

PHA Application for Special Fees: Category J: Secretary's Discretion

PHA Name	
PHA Code	
Executive Director Name	

The PHA must complete all fields within this appendix and attach documentation in support of the amount of funds requested. Supporting documentation must be independently verifiable. For example, the PHA would provide invoices, receipts, time sheets, and/or third-party estimates. Funding awards for this category will be based on the amount of the request that is verifiable.

PHA Total Requested Amount for Special Fees under the Secretary's Discretion:

PHA Calculation used to determine the amount requested:

Description of what this additional Special Fee funding will be used for:

Certifications:

____I certify that my PHA needs this additional funding for the purposes described within this application appendix.

____I, the undersigned, certify under penalty of perjury that the information stated herein, as well as any information provided in the accompaniment herewith, is true, accurate, and correct.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802; 24 CFR §28.10(b)(1)(iii)).

_____	_____
Signature of Executive Director	Date
_____	_____
Contact Name	Phone Number

Scenario #1 ("Best Case") - All 19 2 bed and 3 bed PBV units at APC elect to move to Stardust Gardens under PBV (i.e. no HCV issued except for 4-bed units)		
Current 25 PBV HAP Contract	Current HAP (9 2-bedroom units, 9 3-bedroom units, and 5 4-bedroom units)	$ 826,956
	HAP when vacant 2-bedroom and vacant 4-bedroom are filled (based on current HAP averages)	$ 79,358
Total HAP Costs for Current Contract	Total Expected HAP prior to construction start	$ 906,314
Proposed 30 PBV HAP Contract	Proposed PBV HAP Contract (16 2-bedroom units and 14 3-bedroom units; based on proposed contract rent minus current tenant portion for occupied units and averages for vacant units)	$ 1,163,331
4Bedroom PBV to HCV	Expected HAP for 4 Bedroom PBV that would have to be issued HCV - based on current HAP and average for vacant unit	$ 297,850
Total Projected HAP Cost	Total Cost of 30 PBV HAP + 4Bedroom PBV to HCV	$ 1,461,180
Gap in Projected and Current HAP	**Total Projected HAP Cost Minus Total Current HAP Costs**	**$ 554,867**

BASED ON CURRENT ESTIMATES - SUBJECT TO CHANGE

Scenario #2 ("Worst Case") - All 25 PBV units elect to take an HCV and move off of the property			
Current 25 PBV HAP Contract	Current HAP (9 2-bedroom units, 9 3-bedroom units, and 5 4-bedroom units)	$	826,956
	HAP when vacant 2-bedroom and vacant 4-bedroom are filled (based on current HAP averages)	$	79,358
Total HAP Costs for Current Contract	Total Expected HAP prior to construction start	$	906,314
Proposed 30 PBV HAP Contract	Proposed PBV HAP Contract (16 2-bedroom units and 14 3-bedroom units; based on proposed contract rent minus current tenant portion for occupied units and averages for vacant units)	$	1,163,331
4Bedroom PBV to HCV	Expected HAP for 4 Bedroom PBV that would have to be issued HCV - based on current HAP and average for vacant unit	$	297,850
All Two and Three Bedroom Residents Leave	All 19 two and three bedroom residents, not accounting for the 4bedroom PBV to HCV, decide to take HCV and leave (based on current HAP averages for two and three bedroom units in private market)	$	588,019
Total Projected HAP Cost	Total Cost of 30 PBV HAP + 4Bedroom PBV to HCV + All 2 and 3 bedroom PBV issued HCV	$	2,049,199
Gap in Projected and Current HAP	**Total Projected HAP Cost Minus Total Current HAP Costs**	**$**	**1,142,886**

BASED ON CURRENT ESTIMATES - SUBJECT TO CHANGE

Scenario #3 - 9 of 19 2 bed and 3 bed PBV units at APC elect move to Stardust Gardens under PBV and HCV issued is for 4-bed units			
Current 25 PBV HAP Contract	Current HAP (9 2-bedroom units, 9 3-bedroom units, and 5 4-	$	826,956
	HAP when vacant 2-bedroom and vacant 4-bedroom are filled (based on current HAP averages)	$	79,358
Total HAP Costs for Current Contract	Total Expected HAP prior to construction start	$	906,314
Proposed 30 PBV HAP Contract	Proposed PBV HAP Contract (16 2-bedroom units and 14 3-bedroom units; based on proposed contract rent minus current tenant portion for occupied units and averages for vacant units)	$	1,163,331
4Bedroom PBV to HCV	Expected HAP for 4 Bedroom PBV that would have to be issued HCV - based on current HAP and average for vacant unit	$	297,850
Half of Two and Three Bedroom Residents Leave	5 of 2-bedroom residents and 4 of 3-bedroom residents decide to take HCV and leave (based on current HAP averages for two and three bedroom units in private market)	$	275,887
Total Projected HAP Cost	Total Cost of 30 PBV HAP + 4Bedroom PBV to HCV + Half of 2 and 3 bedroom PBV issued HCV	$	1,737,068
Gap in Projected and Current HAP	**Total Projected HAP Cost Minus Total Current HAP Costs**	**$**	**830,754**
BASED ON CURRENT ESTIMATES - SUBJECT TO CHANGE			

ASSUMPTIONS FOR SCENARIOS

Scenario #1 ("Best Case") - All 19 2 bed and 3 bed PBV units at APC elect to move to Stardust Gardens under PBV (i.e. no HCV issued except for 4-bed units)	Scenario #2 ("Worst Case") - All 25 PBV units elect to take an HCV and move off of the property	Scenario #3 - 9 of 19 2 bed and 3 bed PBV units at APC elect move to Stardust Gardens under PBV and HCV issued is for 4-bed units
1. All Vacant units will be filled prior to construction	1. All Vacant units will be filled prior to construction	1. All Vacant units will be filled prior to construction
2. There will be no 4 bedroom units at Stardust Gardens and so current 4 bedroom PBV families will need an HCV and will have to move	2. There will be no 4 bedroom units at Stardust Gardens and so current 4 bedroom PBV families will need an HCV and will have to move	2. There will be no 4 bedroom units at Stardust Gardens and so current 4 bedroom PBV families will need an HCV and will have to move
3. All 19 two and three bedroom PBV residents will choose to stay housed at Stardust Gardens	**3. All 19 two and three bedroom PBV residents will choose to take their HCV and leave. Projected HAP costs will be based on current and current average 2-bedroom and 3-bedroom HAP.**	**3. Half of 19 two and three bedroom PBV residents will choose to take their HCV and leave. Projected HAP costs will be based on current and current average 2-bedroom and 3-bedroom HAP.**
4. For the projected HAP cost of 30 PBV HAP contract, used the 2-bedroom and 3-bedroom contract rents proposed by RESHAP in their application minus the current tenant portion for vacant units and averages of these amounts of the additional PBV units to get to 30 PBV. Based on PBV rent calculations, the tenant will always pay 30% and any increases in rent will be covered by HAP	4. For the projected HAP cost of 30 PBV HAP contract, used the 2-bedroom and 3-bedroom contract rents proposed by RESHAP in their application minus the current tenant portion for vacant units and averages of these amounts of the additional PBV units to get to 30 PBV. Based on PBV rent calculations, the tenant will always pay 30% and any increases in rent will be covered by HAP	4. For the projected HAP cost of 30 PBV HAP contract, used the 2-bedroom and 3-bedroom contract rents proposed by RESHAP in their application minus the current tenant portion for vacant units and averages of these amounts of the additional PBV units to get to 30 PBV. Based on PBV rent calculations, the tenant will always pay 30% and any increases in rent will be covered by HAP
5. If the income for future PBV residents is less than the income of current residents, the HAP costs will increase	5. If the income for future PBV residents is less than the income of current residents, the HAP costs will increase	5. If the income for future PBV residents is less than the income of current residents, the HAP costs will increase
6. For those issued an HCV, we are assuming that their HAP will be the average of HAP for their bedroom size(s) in the private market	6. For those issued an HCV, we are assuming that their HAP will be the average of HAP for their bedroom size(s) in the private market	6. For those issued an HCV, we are assuming that their HAP will be the average of HAP for their bedroom size(s) in the private market
7. Any tenants leaving with an HCV (right sizing, VAWA, or reasonable accommodation) between now and APC's notice of termination of the contract has not been accounted for and could further increase the HAP cost.	7. Any tenants leaving with an HCV (right sizing, VAWA, or reasonable accommodation) between now and APC's notice of termination of the contract has not been accounted for and could further increase the HAP cost.	7. Any tenants leaving with an HCV (right sizing, VAWA, or reasonable accommodation) between now and APC's notice of termination of the contract has not been accounted for and could further increase the HAP cost.
8. Assume Payment Standards remain at 2026 levels. Any change could further increase or decrease costs	8. Assume Payment Standards remain at 2026 levels. Any change could further increase or decrease costs	8. Assume Payment Standards remain at 2026 levels. Any change could further increase or decrease costs

Housing Authority
of the
City of Alameda

PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711

701 Atlantic Avenue • Alameda, California 94501-2161

To: Honorable Chair and Members of the Board of Commissioners

From: Alicia Southern, Director of Human Resources

Date: November 18, 2026

Re: Adopt the Resolution to: 1) Adopt the Corresponding Pay Schedule and Salary Schedule to be effective November 19, 2026; and 2) Adopt the updated Schedule of Authorized Positions.
7.B.

BACKGROUND

The Housing Authority of the City of Alameda (AHA) presents a proposed Schedule of Authorized Positions and Pay Schedule to the Board of Commissioners as part of the annual budgeting process and brings forward updates throughout the year, as needed. The last version went to the Board of Commissioners on August 19, 2026.

DISCUSSION

The Schedule of Authorized Positions

The proposed Schedule of Authorized Positions includes 63 full-time equivalent positions (FTEs); a net increase of one FTE from the current year's schedule of 62 FTEs. The proposed changes are:

- Deleting an Associate Project Manager in the Housing Development Department.
- Adding a Management Analyst I in the Housing Development Department.
- Adding a Family Self Sufficiency Specialist I in the Housing Programs Department.
- Adding a Paralegal in the Executive Department.

No changes are proposed to staffing for the Administration and Services, Data and Policy, Human Resources, Finance, or Property Operations departments.

The Pay Schedule

The Pay Schedule has also been adjusted to reflect these changes. Primary changes to the Pay Schedule include:

- Adding a Family Self Sufficiency Specialist I position at range 19. This position is funded primarily by a grant from HUD.
- Adding a Paralegal position at range 33 in the Executive department to address the increased number of public records requests and legal claims. There is a greater ease of making such requests with AI tools and other public agencies are also experiencing this.
- Adding an Assistant Director of Data and Policy at range 46. (This position was approved with the FY2026-27 annual budget. It was previously under filled as a Senior Management Analyst and is now filled through an internal promotion).
- Note: for internal equity and regulatory compliance, positions are added at established ranges. These are reviewed periodically for external market competitiveness per the Housing Authority's pay polices established July 2023.

While recruitments are underway, senior management anticipates making one or more interim appointments and/or salary adjustments within the pay ranges. These changes would allow for the assignment of additional duties and provide temporary promotional opportunities to existing staff.

FISCAL IMPACT

The proposed position changes for the Schedule of Authorized positions will cost $317,907, which incorporates $20,798 of CalPERS employer retirement contributions. These costs can be absorbed within the current approved budget for 2026-27 (Resolution #1111).

CEQA

N/A.

RECOMMENDATION

Adopt the Resolution to: 1) Adopt the Corresponding Pay Schedule and Salary Schedule to be effective November 19, 2026; and 2) Adopt the updated Schedule of Authorized Positions.

ATTACHMENTS

1. Schedule of Authorized Positions 11-18-2026
2. HR Salary Schedule 11-18-2026 draft
3. Reso-Amend Wage COLA 11-18-26
4. Resolution No. 1111 - Combined Budget of AHA and AAHC for FY2026-2027 (06.17.26)

Respectfully submitted,



Alicia Southern, Director of Human Resources

Housing Authority of the City of Alameda
Fiscal Year 2026-2027 Schedule of Authorized Positions

Department/Position Title		2026-2027 approved FTE 2026 - 2027	Proposed change FTE 2026 - 2027	Year on Year Difference
Executive Department				
Executive Director		1.00	1.00	
Deputy Executive Director/Chief Administrative Officer		1.00	1.00	
Senior Management Analyst (See Note B)		2.00	2.00	
Paralegal		0.00	1.00	
	Sub-Total	4.00	5.00	1.00
Administration and Services Department				
Director of Administration and Services		1.00	1.00	
Community Programs and Communications Manager		1.00	1.00	
Procurement and Administrative Services Manager (See Note B)		1.00	1.00	
Senior Management Analyst (See Note B)		3.00	3.00	
Facilities and Maintenance Technician I & II (See Note A)		1.00	1.00	
Customer Service Specialist (See Note B)		1.00	1.00	
Program Assistant		1.00	1.00	
	Sub-Total	9.00	9.00	0.00
Data and Policy Department				
Senior Program Director		1.00	1.00	
Principal Management Analyst (See Note B)		1.00	1.00	
Senior Management Analyst (See Note B)		5.00	5.00	
Data and Policy Specialist I		1.00	1.00	
Program Assistant		1.00	1.00	
	Sub-Total	9.00	9.00	0.00
Human Resources Department				
Director of Human Resources		1.00	1.00	
Human Resources Manager (See Note B)		1.00	1.00	
Program Assistant		1.00	1.00	
	Sub-total	3.00	3.00	0.00
Finance Department				
Director of Finance/Chief Financial Officer		1.00	1.00	
Assistant Director of Finance/Controller		1.00	1.00	
Development Accounting Officer		1.00	1.00	
Accounting Officer (See Note B)		1.00	1.00	
Accounting Specialist I & II (See Note A)		3.00	3.00	
	Sub-total	7.00	7.00	0.00
Housing Programs Department				
Director of Housing Programs		1.00	1.00	
Assistant Director of Housing Programs (See Note B)		2.00	2.00	
Housing Specialist III		1.00	1.00	
Housing Specialist I & II (See Note A)		6.00	6.00	
Family Self Sufficiency Specialist I		0.00	1.00	
Program Assistant		1.00	1.00	
	Sub-total	11.00	12.00	1.00
Property Operations Department (with Asset Management)				
Director of Property Operations		1.00	1.00	
Assistant Director of Property Operations (See Note B)		1.00	1.00	
Senior Asset Manager (See Note B)		1.00	1.00	
LIHTC Compliance Manager		1.00	1.00	
Asset Manager (See Note B)		1.00	1.00	
Property Management Supervisor		1.00	1.00	
Management Analyst I (Property Operations)		1.00	1.00	
Management Analyst I (Asset Management) (See Note B)		1.00	1.00	
Property Operations Specialist I		2.00	2.00	
Program Assistant		1.00	1.00	
	Sub-total	11.00	11.00	0.00
Housing Development Department				
Director of Housing Development		1.00	1.00	
Senior Project Manager (See note B)		1.00	1.00	
Senior Construction Project Manager (See note B)		1.00	1.00	
Project Manager (See note B)		1.00	1.00	
Construction Project Manager		1.00	1.00	
Associate Project Manager		1.00	0.00	
Management Analyst I (Housing Development)		0.00	1.00	
Housing Development Specialist		2.00	2.00	
	Sub-total	8.00	8.00	0.00
	Total	62.00	64.00	2.00

Additional Comments

Note A: Positions at the I and II levels are combined as a total count to allow for flexibility in staffing.
Note B: Position may be renamed or filled at a lower level.
Note C: If position is filled with an internal candidate, the vacant position may not be backfilled.
Note D: Temporary, limited term, and retired annuitant staff are not included in the Schedule of Authorized Positions.
Note E: BOC Flexibility in Hiring: flexibility in hiring levels, flexibility in position title, flexibility in Department/Supervisor, and flexibility in advertising.

HOUSING AUTHORITY OF THE CITY OF ALAMEDA
SALARY SCHEDULE FY 2026-2027
Effective November 19, 2026

			HOURLY RATE				
Position Title	**Salary Range**	**FLSA**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**
Housing Assistant	10	NE	$ 35.28	$ 37.05	$ 38.90	$ 40.84	$ 42.88
Program Assistant	15	NE	$ 39.87	$ 41.86	$ 43.95	$ 46.16	$ 48.46
Facilities and Maintenance Technician I	16	NE	$ 40.84	$ 42.88	$ 45.03	$ 47.28	$ 49.64
Accounting Specialist I	19	NE	$ 43.95	$ 46.16	$ 48.46	$ 50.89	$ 53.43
Data and Policy Specialist I	19	NE	$ 43.95	$ 46.16	$ 48.46	$ 50.89	$ 53.43
Family Self Sufficiency Specialist I	**19**	**NE**	**$ 43.95**	**$ 46.16**	**$ 48.46**	**$ 50.89**	**$ 53.43**
Housing Specialist I	19	NE	$ 43.95	$ 46.16	$ 48.46	$ 50.89	$ 53.43
Property Operations Specialist I	19	NE	$ 43.95	$ 46.16	$ 48.46	$ 50.89	$ 53.43
Facilities and Maintenance Technician II	22	NE	$ 47.28	$ 49.64	$ 52.13	$ 54.73	$ 57.47
Accounting Specialist II	23	NE	$ 48.46	$ 50.89	$ 53.43	$ 56.10	$ 58.90
Asset Management Specialist	23	NE	$ 48.46	$ 50.89	$ 53.43	$ 56.10	$ 58.90
Housing Development Specialist	23	NE	$ 48.46	$ 50.89	$ 53.43	$ 56.10	$ 58.90
Housing Specialist II	23	NE	$ 48.46	$ 50.89	$ 53.43	$ 56.10	$ 58.90
Customer Service Specialist	23	NE	$ 48.46	$ 50.89	$ 53.43	$ 56.10	$ 58.90
Executive Assistant	26	NE	$ 52.13	$ 54.73	$ 57.47	$ 60.35	$ 63.37
Housing Specialist III	27	NE	$ 53.43	$ 56.10	$ 58.90	$ 61.85	$ 64.94
Management Intern *(temporary)*	N/A	NE	$ 23.18	$ 26.34			
Management Fellow *(temporary)*	$ 10	NE	$ 35.28	$ 37.05	$ 38.90	$ 40.84	$ 42.88

			MONTHLY SALARY				
Position Title	**Salary Range**	**FLSA**	**Step 1**	**Step 2**	**Step 3**	**Step 4**	**Step 5**
Associate Asset Manager	31	E	$ 9,572.03	$ 10,050.71	$ 10,553.55	$ 11,080.54	$ 11,634.72
Associate Project Manager	31	E	$ 9,572.03	$ 10,050.71	$ 10,553.55	$ 11,080.54	$ 11,634.72
Accounting Officer	33	E	$ 10,050.71	$ 10,553.55	$ 11,080.54	$ 11,634.72	$ 12,217.59
Development Accounting Officer	33	E	$ 10,050.71	$ 10,553.55	$ 11,080.54	$ 11,634.72	$ 12,217.59
Housing Programs Supervisor	33	E	$ 10,050.71	$ 10,553.55	$ 11,080.54	$ 11,634.72	$ 12,217.59
Management Analyst I	33	E	$ 10,050.71	$ 10,553.55	$ 11,080.54	$ 11,634.72	$ 12,217.59
Paralegal	**33**	**E**	**$ 10,050.71**	**$ 10,553.55**	**$ 11,080.54**	**$ 11,634.72**	**$ 12,217.59**
Property Management Supervisor	33	E	$ 10,050.71	$ 10,553.55	$ 11,080.54	$ 11,634.72	$ 12,217.59
Senior Executive Assistant	33	E	$ 10,050.71	$ 10,553.55	$ 11,080.54	$ 11,634.72	$ 12,217.59
Asset Manager	36	E	$ 10,810.25	$ 11,350.84	$ 11,918.61	$ 12,515.06	$ 13,140.21
Construction Project Manager	36	E	$ 10,810.25	$ 11,350.84	$ 11,918.61	$ 12,515.06	$ 13,140.21
Project Manager	36	E	$ 10,810.25	$ 11,350.84	$ 11,918.61	$ 12,515.06	$ 13,140.21
Management Analyst II	36	E	$ 10,810.25	$ 11,350.84	$ 11,918.61	$ 12,515.06	$ 13,140.21
Human Resources Manager	45	E	$ 13,469.40	$ 14,142.87	$ 14,849.56	$ 15,592.49	$ 16,371.66
LIHTC Compliance Manager	45	E	$ 13,469.40	$ 14,142.87	$ 14,849.56	$ 15,592.49	$ 16,371.66
Procurement & Administrative Services Manager	45	E	$ 13,469.40	$ 14,142.87	$ 14,849.56	$ 15,592.49	$ 16,371.66
Senior Asset Manager	45	E	$ 13,469.40	$ 14,142.87	$ 14,849.56	$ 15,592.49	$ 16,371.66
Senior Construction Project Manager	45	E	$ 13,469.40	$ 14,142.87	$ 14,849.56	$ 15,592.49	$ 16,371.66
Senior Management Analyst	45	E	$ 13,469.40	$ 14,142.87	$ 14,849.56	$ 15,592.49	$ 16,371.66
Senior Project Manager	45	E	$ 13,469.40	$ 14,142.87	$ 14,849.56	$ 15,592.49	$ 16,371.66
Assistant Director of Administrative Services	46	E	$ 13,797.07	$ 14,487.15	$ 15,211.96	$ 15,973.02	$ 16,771.82
Assistant Director of Data and Policy	**46**	**E**	**$ 13,797.07**	**$ 14,487.15**	**$ 15,211.96**	**$ 15,973.02**	**$ 16,771.82**
Assistant Director of Finance	46	E	$ 13,797.07	$ 14,487.15	$ 15,211.96	$ 15,973.02	$ 16,771.82
Assistant Director of Housing Development	46	E	$ 13,797.07	$ 14,487.15	$ 15,211.96	$ 15,973.02	$ 16,771.82
Assistant Director of Housing Programs	46	E	$ 13,797.07	$ 14,487.15	$ 15,211.96	$ 15,973.02	$ 16,771.82
Assistant Director of Property Operations	46	E	$ 13,797.07	$ 14,487.15	$ 15,211.96	$ 15,973.02	$ 16,771.82
Community Programs and Communications Manager	46	E	$ 13,797.07	$ 14,487.15	$ 15,211.96	$ 15,973.02	$ 16,771.82
Principal Management Analyst	49	E	$ 14,849.56	$ 15,592.49	$ 16,371.66	$ 17,190.09	$ 18,050.81
Director of Administration and Services	56	E	$ 17,609.88	$ 18,490.22	$ 19,414.36	$ 20,385.30	$ 21,404.57
Director of Data and Policy	56	E	$ 17,609.88	$ 18,490.22	$ 19,414.36	$ 20,385.30	$ 21,404.57
Director of Housing Programs	56	E	$ 17,609.88	$ 18,490.22	$ 19,414.36	$ 20,385.30	$ 21,404.57
Director of Human Resources	60	E	$ 19,414.36	$ 20,385.30	$ 21,404.57	$ 22,475.17	$ 23,598.63
Director of Property Operations	60	E	$ 19,414.36	$ 20,385.30	$ 21,404.57	$ 22,475.17	$ 23,598.63
Director of Housing Development	60	E	$ 19,414.36	$ 20,385.30	$ 21,404.57	$ 22,475.17	$ 23,598.63
Director of Finance/Chief Financial Officer	60	E	$ 19,414.36	$ 20,385.30	$ 21,404.57	$ 22,475.17	$ 23,598.63
Senior Programs Director	60	E	$ 19,414.36	$ 20,385.30	$ 21,404.57	$ 22,475.17	$ 23,598.63
Deputy Executive Director	65	E	$ 21,939.44	$ 23,036.41	$ 24,188.23	$ 25,397.64	$ 26,667.52
Executive Director**	N/A	E	$ 33,608.88	$ 35,377.77			

**Salary authorized by Board of Commissioners per Employment Agreement
Standard work period is 75 hours per payperiod. Daily work schedules are estabilished by the Executive Director (or designee) and may include a compressed schedule.
E = Exempt; NE = Non-Exempt

Housing Authority of the City of Alameda
PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711
701 Atlantic Avenue • Alameda, California 94501-2161

HOUSING AUTHORITY OF THE CITY OF ALAMEDA

Resolution No. ___

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ALAMEDA TO ADOPT THE CORRESPONDING PAY SCHEDULE AND SALARY SCHEDULE TO BE EFFECTIVE NOVEMBER 19, 2026; AND ADOPT THE UPDATED SCHEDULE OF AUTHORIZED POSITIONS

WHEREAS, the Housing Authority of the City of Alameda, a public body, corporate and politic ("Housing Authority"), is permitted to transact business and exercise any power inferred pursuant to the Housing Authorities Law (Health and Safety Code Section 34200 et seq.);

WHEREAS, the Housing Authority of the City of Alameda maintains a Schedule of Authorized Positions; and

WHEREAS, the Housing Authority of the City of Alameda has identified the need for modifications to positions included in the schedule; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Board of Commissioners hereby adopts the Schedule of Authorized Positions, Pay Schedule and Salary Schedule, attached hereto, and shall become effective on November 19, 2026.

Ayes: Commissioners:

Nayes: Commissioners:

Abstain: Commissioners:

Absent: Commissioners:

[SIGNATURE PAGE FOLLOWS]

Housing Authority
of the
City of Alameda

PHONE: (510) 747-4300
FAX: (510) 522-7848
TTY/TRS: 711

701 Atlantic Avenue • Alameda, California 94501-2161

ATTEST:

Vanessa M. Cooper
Secretary/Executive Director

Vadim Sidelnikov, Chair
Board of Commissioners

Approved as to form:

General Counsel Name,
General Counsel,
General Counsel Firm Name

Adopted: Month Date, 2026

Docusign Envelope ID: 4DA79D2B-D314-8DCC-83D0-06286762578A

HOUSING AUTHORITY OF THE CITY OF ALAMEDA

Resolution No. 1111

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ALAMEDA APPROVING AND ADOPTING THE COMBINED ONE YEAR HOUSING AUTHORITY OF THE CITY OF ALAMEDA AND ALAMEDA AFFORDABLE HOUSING CORPORATION BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2026 AND ENDING JUNE 30, 2027 ("FISCAL YEAR 2026-2027").

WHEREAS, the Executive Director has submitted a one year proposed budget to the Board of Commissioners of the Housing Authority of the City of Alameda for the combined Housing Authority of the City of Alameda and Alameda Affordable Housing Corporation Budget; and

WHEREAS, the Housing Authority of the City of Alameda and Alameda Affordable Housing Corporation has sufficient operating reserves on a combined basis to meet the working capital needs of its properties; and

WHEREAS, the proposed budget includes expenditures that are necessary for the efficient and economical operation of the housing for the purpose of serving low-income residents; and

WHEREAS, the proposed budget indicates a source of funds adequate to cover all proposed expenditures; and

WHEREAS, the Housing Authority of the City of Alameda and Alameda Affordable Housing Corporation will comply with all state and federal wage rate requirements where applicable and requirements for access to records and audits.

WHEREAS, the proposed Fiscal Year 2026-2027 budget includes approval of:

i. Summary of the Fiscal Year 2026-2027 Budget and related income and expenses;
ii. Housing Assistance Payment (HAP) Budget and related expenditure of HUD-held HAP reserves;
iii. Capital Improvement Project (CIP) Budget and related use of property and agency reserves and surplus operating cash from Fiscal Year 2026-2027 to cover these expenses;
iv. Transfer by the Executive Director of up to $1,000,000 in this budget year, as needed, from AHA property reserves or from Moving-To-Work fungible funds to cover losses in the Housing Programs administrative operating budget; and
v. Adopt the revised Schedule of Authorized Positions for Fiscal Year 2026-2027 and Pay Schedule for Fiscal Year 2026-2027

NOW, THEREFORE. BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Alameda hereby adopts the Housing Authority's Budget Resolution for the Fiscal Year 2026-2027.

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Ayes: 5	Commissioners: Chair Grob, Vice Chair Sidelnikov, Commissioner Decoy, Commissioner Kaufman, & Commissioner Tamaoki
Nayes: 0	Commissioners: N/A
Abstain: 0	Commissioners: N/A
Absent: 2	Commissioners: Commissioner Husby & Commissioner Joseph- Brown

ATTEST:

DocuSigned by:
Vanessa Cooper
5AFA57239EC2484...

Vanessa M. Cooper
Secretary/Executive Director

Signed by:
5410B502CED441F...

Carly Grob, Chair
Board of Commissioners

Approved as to form:

Signed by:
Gabrielle B. Janssens
06D3563A7D964EC...

Gabrielle B. Janssens,
General Counsel,
Goldfarb & Lipman, LLP

Adopted: June 17, 2026