

## **9809 TRANSFER**

- 9809.1 The request to participate in an AYBL Reward Program will be considered as a tenant initiated transfer request if the family is deemed eligible and has accepted a unit at a Rewards Property. The AYBL Family is responsible for relocation costs.
- 9809.2 When DCHA is required to fill a vacancy at an AYBL Rewards Property, DCHA will notify the next AYBL Family from the AYBL Site-based Transfer Waiting Lists in writing. Eligible AYBL Families reaching the top of the AYBL Site-based Transfer Waiting List for the Rewards Property for which the AYBL applicant family applied will have thirty (30) days to move into the unit from the time the family is notified that they are eligible.
- 9809.3 The AYBL Family must execute the Contract of Participation within fourteen (14) calendar days of written notification of eligibility to participate in AYBL.
- 9809.4 Prior to the execution of the Contract of Participation, if the AYBL Family's circumstances change, including but not limited to, income and/or family composition, the AYBL Family is required to notify DCHA.
- 9809.5 Once the Contract of Participation has been executed, and a unit has been offered, the AYBL Family must execute the Dwelling Lease and AYBL Lease Addendum in accordance with 14 DCMR § 6400.6, and move into the Rewards Property unit, within ten (10) calendar days of the execution of the Contract of Participation.
- 9809.6 DCHA shall provide the AYBL Family with copies of all executed documents.
- 9809.7 AYBL eligible families will receive one (1) offer of transfer into a unit at a Rewards Property for which the family is on the Site-based Transfer Waiting List. Refusal of the offer will result in removal of the household from all AYBL Site-based Transfer Waiting Lists.
- 9809.8 If an AYBL eligible family is on more than one AYBL Site-based Transfer Waiting List and is then housed at one (1) of the Rewards Properties, the family's application on any other AYBL Site-based Transfer Waiting Lists will be removed. DCHA will not approve any tenant initiated transfers to any other AYBL Reward Properties.
- 9809.9 Once removed from an AYBL Site-based Transfer Waiting List, a Public Housing family may reapply for participation in the AYBL Program when a waiting list is opened, as long as they remain eligible.

- 9809.10 When the Contract of Participation is terminated by either DCHA or the AYBL Family, DCHA will issue a Required Transfer notice. Once a non-Rewards Property public housing unit with the appropriate bedroom size becomes available, an offer will be made. The AYBL Family will then have fourteen (14) calendar days to vacate the Rewards unit. The AYBL Family is responsible for the relocation costs.
- 9809.11 AYBL Families subject to a Required Transfer pursuant to this Chapter will receive up to two (2) unit offers in writing. The offers shall be for a dwelling unit for the appropriate bedroom size, and any approved reasonable accommodations in accordance with DCHA Occupancy Standards.
- 9809.12 An AYBL Family that receives a written offer of a new dwelling unit and refuses to move after the unit has been identified may receive a second unit offer. If the AYBL Family refuses a second unit offer, a “Notice to Cure or Vacate” shall be issued.
- 9809.13 AYBL Families are not exempt from any action that DCHA is authorized to take under the general lease and AYBL lease addendum. All applicable actions shall transfer with the AYBL Family to the new dwelling unit, and become part of the new lease agreement.
- 9809.14 Transfers based on the completion or termination of the Contract of Participation is considered Required Transfers and DCHA will not pay the cost of moving out of an AYBL Rewards Property. The AYBL Family is responsible for relocation costs.
- 9809.15 In the event the AYBL Lessee(s) who executes the lease, vacates public housing, the remaining AYBL Family residents will receive a “Notice to Vacate” subject to the AYBL Lease Addendum. A remaining AYBL Family member may apply to become the new Head of Household. The new Head of Household must meet the AYBL eligibility requirements with the exception of the income requirement.
- 9809.16 After service of the “Notice To Vacate” the remaining AYBL Family may request six (6) months to meet the AYBL earned income requirements. DCHA, at its sole discretion, may grant a request of six (6) months to meet the AYBL earned income requirements. If the AYBL Family needs an additional six (6) months to meet the earned income eligibility, the AYBL Family may request an additional (6) six months to meet the income requirement. DCHA at its sole discretion may grant the request for an additional six (6) months. The remaining AYBL Family members will be required to pay standard rent, as defined at 14 DCMR chapter 62. The rent will be re-calculated in accordance with the standards set forth in 14 DCMR chapter 62 for the remaining AYBL Family members and will be

charged from the time in which the former member(s) vacate the Rewards unit and the remaining AYBL Family members can meet the earned income eligibility requirement or vacate the unit and move to conventional public housing.

- 9809.17 If any household member, other than the Lessee, vacates the AYBL Rewards Property unit, thus leaving the original household, that household member cannot transfer to a conventional public housing unit independent of the Lessee.
- 9809.18 Instances of domestic violence, as defined in DCHA's Dwelling Lease Agreement, shall be treated according to the provisions therein.
- 9809.19 DCHA will pay for relocation costs for tenant initiated transfers based on a reasonable accommodation request made in accordance with the reasonable accommodation transfer regulations.

Source: Notice of Final Rulemaking published at 58 DCR 2460, 2467 (March 18, 2011); as amended by Notice of Final Rulemaking published at 58 DCR 4346, 4347 (May 20, 2011).