

**9312 ELIGIBLE TENANTS AND TENANT SELECTION**

- 9312.1 Tenants for units subsidized through the Partnership Program will be selected from the Housing Choice Voucher Waiting List maintained by DCHA in accordance with the Administrative Plan as amended and restated from time to time by the Board of Commissioners.
- 9312.2 For existing occupied properties that are awarded a HAP contract, current occupants at the time of execution of the HAP contract may elect to participate, if determined income eligible as provided in § 9312.6 herein. Such occupants/units are eligible for assistance under the Partnership Program without being processed through the Housing Choice Voucher Waiting List.
- 9312.3 At least seventy five percent (75%) of the families admitted to the Partnership Program must be families whose annual income does not exceed thirty percent (30%) of median income for the area.
- (a) When a DCHA subsidized unit becomes vacant at a Partnership Program property, the property manager will notify DCHA, who will refer the next qualified applicant from the HCVP Waiting List to the management office for screening by the property manager.
  - (b) Any Partnership Program property manager may refer interested applicants to DCHA to apply for the HCVP housing assistance directly from the HCVP Waiting List based on date and time of application, or in the case of special needs housing properties they may refer applicants to the DC Department of Mental Health, DC Office on Aging, or the DC Department of Health for referral to DCHA as a Special Needs Housing applicant for qualification for the Local Preference provided under the HCVP Administrative Plan.
- 9312.4 Referrals will be placed on the HCVP Waiting List by date and time of application and other preferences established by the DCHA Housing Choice Voucher Program Administrative Plan.
- (a) When a DCHA subsidized unit becomes vacant at a Partnership Program property, the property manager will notify DCHA, who will refer the next qualified applicant from the HCVP Waiting List to the management office for screening by the property manager.
  - (b) Any Partnership Program property manager may refer interested applicants to DCHA to apply for the HCVP housing assistance directly from the HCVP Waiting List based on date and time of application, or in the case of special needs housing properties they may refer applicants to the DC Department of Mental Health, DC Office on Aging, or the DC Department of Health for referral to DCHA as a Special Needs Housing

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applicant for qualification for the Local Preference provided under the HCVP Administrative Plan.

- 9312.5 Referrals will be placed on the HCVP Waiting List by date and time of application and other preferences established by the DCHA Housing Choice Voucher Program Administrative Plan.
- 9312.6 Any applicant who rejects an offer of a Partnership Program unit or who is rejected for admission to a Partnership Program property by the property manager shall retain his/her place on the DCHA waiting list as if the offer had not been made.
- 9312.7 DCHA retains the responsibility of determining compliance with all Housing Choice Voucher applicable requirements, including:
- (a) Rent reasonableness;
  - (b) Compliance with Housing Quality Standards;
  - (c) Applicant eligibility for all applicants including those referred by other agencies under a preference criteria,
  - (d) Referring eligible applicants from the waiting list in accordance with the Administrative Plan; and
  - (e) Tenant income certification and recertification.

SOURCE: Final Rulemaking published at 49 DCR 5800 (June 21, 2002); as amended by Emergency and Proposed Rulemaking published at 51 DCR 974 (January 23, 2004) [EXPIRED]; as amended by Final Rulemaking published at 51 DCR 5016 (May 14, 2004).