

## CHAPTER 5

### **SUBSIDY STANDARDS**

[24 CFR 982.54(d)(9)]

#### **INTRODUCTION:**

HUD guidelines require that NBHA establish subsidy standards for the determination of family unit size, and that such standards provide for a minimum commitment of subsidy while avoiding overcrowding. The standards used for the unit size selected by the family must be within the minimum unit size requirements of HUD's Housing Quality Standards (HQS). This chapter explains the subsidy standards used to determine the voucher size (family unit size) for families of different sizes and compositions. This chapter also establishes the guidelines to be applied when a family's size or composition changes or a family selects a unit size that is different from the voucher size.

#### A. **DETERMINING FAMILY UNIT (VOUCHER) SIZE:** [24 CFR 982.402]

The NBHA does not determine who shares a bedroom/sleeping room, but there must be at least one person per bedroom on the Voucher. The NBHA's subsidy standards for determining voucher size shall be applied in a manner consistent with Fair Housing guidelines.

All standards in this section relate to the number of bedrooms on the voucher, not the family's actual living arrangements.

The unit size on the voucher remains the same as long as the family composition remains the same, regardless of the actual unit size rented.

One bedroom will be assigned to the head of household and spouse or partner, NBHA will assign one bedroom for each two persons within a household, except in the following circumstances:

- Children aged five and under will share a bedroom with any child or parent
- Persons of the opposite sex (other than spouses, and children aged 5 and under) will be allocated separate bedrooms
- Live-in Aides will be allocated a separate bedroom
- Single person families will be allocated one bedroom
- Persons six and older of the same sex will not be allocated a separate bedroom
- Persons six and older of the opposite sex will be allocated a separate bedroom
- A single head of household parent shall not be required to share a bedroom with his/her child, aged six and older.
- An unborn child will be counted as a person in determining the voucher size

Exceptions may be made upon approval in case of reasonable accommodations for a person with disabilities.

The members of the family residing in the unit must be approved by the NBHA prior to the family occupancy of the unit. If the household size increases due to the addition of a spouse or partner, the subsidy standard will be increased to accommodate the spouse/partner and the children for whom he/she has legal custody. Adding additional members to the household will not be approved if it causes the family to be under housed.

The family unit size for any family consisting of a single person must be either a zero or a one-bedroom unit

**GUIDELINES FOR DETERMINING VOUCHER SIZE**

VOUCHER SIZE	PERSONS IN HOUSEHOLD	
	MINIMUM NUMBER	MAXIMUM NUMBER
0 Bedroom	1	1
1 Bedroom	1	2
2 Bedroom	2	6
3 Bedroom	3	8
4 Bedroom	4	10
5 Bedroom	6	12
6 Bedroom	8	14

- For subsidy standards, an adult is a person 18 years old or older

Any foster children or adults who are in the home at the time of initial voucher issuance, and who are determined to be in a long-term placement, will be considered as family members in the determination of subsidy size. For the purpose of determining subsidy size, long-term placement defines as 12 or more months.

**B. EXCEPTIONS TO SUBSIDY STANDARDS:** [24 CFR 982.403(a) & (b)]

The NBHA may grant an exception upon request as an accommodation for persons with disabilities. If an exception to the subsidy standards is needed as a reasonable accommodation to make program accessible to and usable by the family member with a disability, the family may complete a “Request for Reasonable Accommodation” form and submit it to NBHA staff.

Exceptions will be made to allow a live-in-aide. Live in attendants will be provided a separate bedroom. No additional bedrooms are provided for the attendant’s family.

**Underhoused:**

If a unit does not meet HQS space standards due to an increase in family size, (unit too small), the NBHA will issue a new voucher of the appropriate size. The NBHA will assist the family in locating a suitable unit if funding is available.

**Over housed:**

If a participant has a decrease in the family size, the family has the option to be issued a new voucher or remain in the unit they are currently renting. If the family chooses to remain in the unit, the subsidy standard will be lowered at the next annual re-examination. If the family chooses to move, the voucher issued will be for the correct subsidy standard. The amount the family pays for rent should be affordable and the tenant portion of rent and the current utility allowance cannot exceed 40% of their adjusted income at the time of lease-up. The HA rent will be based on the payment standard for the number of bedrooms the family is eligible for or the actual number of bedrooms in the unit, whichever is less.

C. **UNIT SIZE SELECTED:** [24 CRF 982.402 (c)]

The family may select a different size dwelling unit than that listed on the Voucher. The amount of assistance is based on the authorized or actual bedroom size, whichever is less. The utility allowance is limited to the unit size or the voucher size issued, whichever is lower, irrespective of the actual size of the unit rented by the family, with an exception for families with a person with a disability.