



CITY OF SALEM

585 Liberty St SE
Salem, OR 97301

Staff Report

File #: 17-517

Version: 2

Date: 11/27/2017

Item #: 3.3a.

TO: Chair and Housing Authority Commissioners

THROUGH: Steve Powers, Executive Director

FROM: Andrew Wilch, Housing Administrator

SUBJECT:

Revisions to Southfair Tenant Selection Plan

Ward(s): All Wards

Commissioners(s): All Commissioners

Neighborhood(s): All Neighborhoods

ISSUE:

Shall the Authority adopt Resolution No. 2216 revising the Southfair Tenant Selection Plan?

RECOMMENDATION:

Adopt Resolution No. 2216 revising the Southfair Tenant Selection Plan.

SUMMARY AND BACKGROUND:

Salem Housing Authority (SHA) maintains a Tenant Selection Plan (TSP) that governs the eligibility and continued participation of applicants and residents of Southfair. SHA updates the TSP as needed to incorporate regulatory changes and to improve program responsiveness to local needs.

The Southfair TSP has been revised to add two preferences to applicants on the waiting list. The first revision gives preference to applicants who are 1) current residents at Southfair *and* 2) underhoused by the Southfair occupancy standards by reason of birth or adoption after move-in. The second revision gives preference to applicants who are current participants of the SHA Homeless Rental Assistance Program.

FACTS AND FINDINGS:

HUD requires the Housing Authority Commission consent to revisions to the Southfair Tenant Selection Plan. The proposed plan incorporates policy changes made in order to improve program responsiveness to local needs.

Changes are outlined as follows:

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Selection will be made according to the type of unit to be filled (see Section 2) and tenants will be selected in the following order:

- 1) Approved transfers resulting from a reasonable accommodation request (see reasonable accommodations below).
- 2) Waiting list applicants who are current residents at Southfair and underhoused by the Southfair occupancy standards by reason of birth or adoption after move-in.
- 3) Waiting list applicants who are current participants of the SHA Homeless Rental Assistance Program and nominated by their SHA service coordinator as ready to move into permanent supportive housing.
- 4) Date and time order of application to the waiting list; with oldest dated application being the first notified.

Numbers 2 and 3 above are the proposed additions to the waiting list preferences.

The last revision to the Southfair Tenant Selection Plan was effective May 5, 2017. The proposed revisions would be effective upon adoption, November 27, 2017.

Andrew Wilch
Housing Administrator

Attachments:

1. Resolution No. 2216 Adopting Revisions to the Southfair TSP
2. Southfair TSP Revised November 27, 2017

11/27/2017