

Exhibit B.1-2

Summary of Significant Changes to RRHA's Admissions and Continued Occupancy Policy (ACOP)

FY 2027

Policy Area	Chapter/Page/Section	Current Language	Proposed Language
Leasing and Inspection	page 8-3 8-I.B	After unit acceptance but prior to occupancy, a PHA representative will conduct lease Reading with the family. The head of household or spouse is required to attend.	Adding: After unit acceptance but prior to occupancy, a RRHA representative will conduct lease Reading/ signing with the family. The head of household and all adult household members are required to attend.
Live In Aide	page 8-5 8-I.C	Files for households that include a live-in aide will contain file documentation signed by the live-in aide, that the live-in aide is not a party to the lease and is not entitled to PHA assistance. The live-in aide is only approved to live in the unit while serving as the care attendant for the family member who requires the care.	Adding: the Live in Aide will be required to sign an addendum stating they have no rights to the leased unit. The live in aide is only approved to live in the unit while serving as the care attendant for the family member who requires care. Upon vacating of the unit or death of the person receiving care, the live in aide must vacate the unit within 30 days of the date the person receiving care is no longer residing in the unit. Failure of the live in aide to vacate within 30 days will result in legal action.
Leasing and Inspection (Rental increases)	page 8-9 8-I.F	Rent increases (except those due to misrepresentation) require 30 days' notice to the tenant and generally will be effective on the first day of the month following the month in which 30-day notice to the family expires.	Rent increases (except those due to misrepresentation) require 60 days' notice to the tenant and generally will be effective on the first day of the month following the month in which 60 -day notice to the family expires.
Leasing and Inspection (Rent Changes)	Page 8-9 8-I.F	If the family's resident rent changes, RRHA will notify the family of the new amount and the effective date by sending written notification (via email, YARDI system and Rent Cafe' portal).	If the family's resident rent changes, RRHA will notify the family of the new amount and the effective date by sending written notification via email, YARDI Rent Cafe' portal. The family may request a mailed copy as a reasonable accommodation.

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Leasing and Inspection (Returned payments)	page 8-10 8-I.F	When a family's check is returned for insufficient funds or is written on a closed account, the family's rent will be considered unpaid and RRHA will charge the resident the full amount charged by RRHA's bank for the returned check. The fee will be due and payable the first business day of the following month, provided this includes at least two weeks' notice to the resident, or otherwise in accordance with the Lease and applicable law. When a check is returned for insufficient funds, the family may be required to make all future payments by cashier's check, money order or cash at any authorized payment location through Fidelity Express.	When a family's check or online payment is returned for insufficient funds or is written on a closed account, the family's rent will be considered unpaid and RRHA will charge the resident the full amount charged by RRHA's bank for the returned check fee or online payment . The fee will be due and payable the first business day of the following month, provided this includes at least two weeks' notice to the resident, or otherwise in accordance with the Lease and applicable law. When a check is returned for insufficient funds, the family may be required to make all future payments by cashier's check, money order or cash at any authorized payment location through Fidelity Express .
Leasing and Inspection (Unit damages)	Page 8-16 8-II.B.	RRHA will determine if there is damage to the unit which was caused by the vacating tenant. Costs to repair tenant-caused damages may be paid from the family's security deposit in accordance with applicable law. The Property manager, assistant, maintenance staff and tenant (if present will sign the Inspection Report).	RRHA will determine if there ARE damages to the unit which was caused by the vacating tenant (including trash, furniture, etc. left behind). Costs to repair tenant-caused damages and to remove any items left in the unit may be deducted from the family's security deposit in accordance with applicable law . The Property manager, assistant, maintenance staff and tenant (if present will sign the Inspection Report). Any items left in the unit by the tenant will be classified as abandoned property and will be disposed of.
Leasing and Inspection (Attendance at Inspections)	Page 8-19 8-II.B.	If no one is at home, the inspector will enter the unit, conduct the inspection and leave a copy of the inspection report in the unit.	Adding: If no one is at home, the inspector will enter the unit, conduct the inspection and mail a copy of the inspection report within 3 business days of the inspection. A tag will left on the door to inform the resident staff has been in the unit. Removal: leave a copy of the inspection report in the unit.

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Leasing and Inspection (Repairs)	Page 8-19 8-II.B.	Residents of any RRHA public housing community may request repairs or maintenance to their dwelling unit, or to any common area of the community, by contacting the call center at (804) 780-8700 Monday through Friday between the hours of 7:30 a.m. and 5:00 p.m, except for RRHA holidays. Resident are encourage to report all problems or necessary repairs during these hour to the greatest extent possible. To request repairs or maintenance outside the hours of 7:30a.m. and 5:00p.m or at any time on a Saturday, Sunday or RRHA holiday, resident must call the After-Hours number at (804) 780-4100	Adding (Change in Hours): Residents of any RRHA public housing community may request repairs or maintenance to their dwelling unit, or to any common area of the community, by contacting the call center at (804) 780-8700 Monday through Friday between the hours of 7:30 a.m. and 4:30 p.m, except for RRHA holidays. Resident are encourage to report all problems or necessary repairs during these hour to the greatest extent possible. To request repairs or maintenance outside the hours of 7:30a.m. and 4:30p.m or at any time on a Saturday, Sunday or RRHA holiday, resident must call the After-Hours number at (804) 780-4100; As a reasonable accommodation request may be submitted in writing to the Property management office.
Re Examination (Family Reporting)	Page 9-21 9-III.D. Processing the Reexamination page 9-27 9-III.C. Family Reporting	The family must notify RRHA of changes in writing via the rent Rent Café' Portal	Adding: The family must notify RRHA of changes (in income, household composition, etc.) in writing, within 10 business days of the change, via the Rent Café' Portal. If the family is unable to access the portal, the family may submit the change in writing via email or in person to the management office until the portal issue is resolved or as a reasonable accommodation request.
Transfer Policy (Moving costs)	Page 12-5 12-I.D	RRHA will bear the reasonable costs of temporarily accommodating the tenant and of long-term transfer if any due to emergency conditions.	RRHA will bear the reasonable costs of temporarily accommodating the tenant and of long-term transfer, if any, due to emergency maintenance conditions not caused by the tenant.
Transfer Policy (Moving costs)	Page 12-10 12-II.D	RRHA will pay moving cost of all emergency transfers, except for emergency transfers necessitated by damage to the previous unit which was caused by a family member or guest or invitee there of	Adding: RRHA will pay reasonable moving cost of all emergency transfers due to emergency maintenance conditions not caused by the tenant. RRHA will not pay moving costs for emergency transfers due to tenant caused damages by any household member, guest or invitee.

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Transfer Policy (Security Deposit)	page 12-15 12-III.D	When a family transfers from one unit to another, the PHA will transfer their security deposit to the new unit. The tenant will be billed for any maintenance or others charges due for the old unit. RRHA will charge the family for any damage to the unit at the sending development if permitted by applicable law.	<p>Adding: When a family transfer from unit to another, upon move out, the residents security deposit will be applied to outstanding charges and damages and/or refunded in the manner described in the Transfer Policy, Chapter 12. The security deposit for the new unit shall be 200.00.</p> <p>Security deposits may be transferred from the sending development to the receiving development, with approval of the CEO.</p>
Transfer Policy	page 12-20 12-IV.C.	The sending development will send the family's folder to the receiving development within (5) business days of receiving notification that the family has accepted the unit. The receiving development may not lease up the family without possession of the family's folder.	The sending development will send the family's folder to the receiving development within (5) business days of the family receiving keys to the new unit.
Repayment Agreement	Page 16- 10 16-III.B.	Allow the family to pay either one-quarter (25%) or one half (50%) of the full amount owed as a down payment and enter new repayment agreement for the balance to be repaid in 12 equal monthly installments with out interest	Allow the family to pay either one quarter (25%) or one-half (50%) of the full amount owed as a down payment and enter into a repayment agreement for the balance to be repaid in 36 months (3 years) installments without interest. Repayment agreement maximum?
Repayment Agreement	Page 16-10 16-III.B.	Repayment agreements for retroactive charges (such as retroactive rent provided by this ACOP shall be at the discretion of the Property Manager, Director of Property Management or authorized designee.	Repayment agreements for retroactive charges (such as retroactive rent provided by this ACOP must be approved by the Property Manager, AND AVP or VP of Public Housing .
Repayment Agreement	Page 16-10 16-III.B.	With exception of extreme circumstances , all debts covered by a repayment agreement must be paid within a maximum of twelve (12) months from the date the Repayment Agreement is executed.	With exception of extreme circumstances, all debts covered by a repayment agreement must be paid within a maximum of thirty-six (36) months from the date the repayment agreement is executed.

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Repayment Agreement	Page 16- 11 16-III.B. (General Repayment Agreement Guidelines)	Payment agreements will be executed between RRHA and the head of household only. Monthly payments may be decreased in cases of hardship, and the approval of the Regional Director. No decrease in monthly payments due to hardship will be granted retroactively.	Payment agreements will be executed between RRHA and the head of household, spouse, and co-head , only. Monthly payments may be decreased in cases of hardship, and the approval of the Vice President of Public Housing . No decrease in monthly payments due to hardship will be granted retroactively.
VAWA Emergency Transfer Plan	Page 16-52 Exhibit 16-3	Exhibit 16-3: Model Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking	Used the model plan to establish an RRHA specific Emergency Transfer Plan
Relocation	Page 17-14 L. Moving Household Belongings	No previous language	Inserted Federal Moving Cost Schedule
Relocation	Page 17-17 Section I.M - Other Moving Expenses	Security, Pet, and Utility Deposits: RRHA will pay the cost of all security, pet, and utility deposits resulting from resident moves. Non-refundable cleaning fees: RRHA will pay all reasonable, nonrefundable cleaning fees.	Adding: service or assistance animal (if previously approved as a Reasonable Accommodation), and utility deposits resulting from resident moves. RRHA will also refund existing security deposits minus any damage charges to residents when they move except those moving to other RRHA public housing sites. If a displaced household selects transferring to another RRHA public housing site, their original security deposit minus any cost for damages, as applicable, will be transferred to their rental account at the other RRHA public housing site selected. Removal: Non-refundable cleaning fees: RRHA will pay all reasonable, nonrefundable cleaning fees.
Relocation	Page 17-17 Section I.N - Downpayment Assistance for Homeownership	This specific language not previously indicated.	Adding: RRHA will provide a listing of local nonprofits who provide downpayment assistance for residents selecting homeownership as their relocation option. Removal: up to \$5,250 (or such other amount as may be required by applicable law, as amended) in down payment assistance to any household that buys a home as their relocation choice. Down payment assistance will be provided at closing.

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Relocation	Page 17-20 Section I.Q - One-on-One Interviewing and Counseling	RRHA will begin scheduling these sessions at least six months prior to relocation.	Adding: RRHA will begin scheduling these sessions at least six months prior to the actual relocation of the affected household.