



FAMILY INDEPENDENCE ADMINISTRATION
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 Policy, Procedures and Training

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 Office of Procedures

POLICY BULLETIN #06-10-ELI

CHANGES IN NYCHA SHELTER EXPENSES

<p>Date: February 1, 2006</p>	<p>Subtopic(s): Mailing</p>
<p> This procedure can now be accessed on the FIAweb.</p> <p>Mass rebudgeting</p>	<p>The purpose of this policy bulletin is to provide Job Center staff with information regarding a change in the way the New York City Housing Authority (NYCHA) calculates rent for public assistance (PA) participants.</p> <p>Currently, the amount of rent charged by NYCHA for PA participants is based on the number of rooms. Effective March 1, 2006, the amount of rent charged by NYCHA for PA participants will be based on the number of PA household members living in the apartment. In most instances this change will result in a rent increase that will be paid by a corresponding increase in the family's PA shelter allowance. In some cases there will be a shelter allowance decrease. NYCHA sent notices to affected residents informing them of the change (see Attachment A).</p> <p>A Welfare Management System (WMS) mass rebudgeting (MRB) of most of the PA cases affected by this change will be made, effective 3/A/06. A Client Notice System (CNS) notice informing the affected participants of this change and how it has affected their PA grant and Food Stamp (FS) benefits will be issued.</p> <p>This MRB covers only NYCHA PA households that have only PA income and do not have other income such as employment or Supplemental Security Income (SSI). Rent increases for these "dual income" cases will be implemented by NYCHA at a later date.</p>

HAVE QUESTIONS ABOUT THIS PROCEDURE?
 Call 718-557-1313 then press 2 at the prompt followed by 765 or
 send an e-mail to *FIA Call Center*

Cases excluded from mass rebudgeting

The following cases were excluded from the mass rebudgeting of NYCHA cases:

- cases requiring bottom-line budgeting
- cases with more than two legally responsible relatives
- cases with an amount entered in the **Water** field of the budget
- cases budgeted with the Additional Needs Codes **42, 43, 44, 47 or 48**

A list of cases excluded from the MRB will be forwarded to the Regional Offices. The Regional Offices will forward the lists to the appropriate Centers for rebudgeting and monitor them for completion.

Attachment:

Attachment A Letter to PA NYCHA Residents (1/12/06)



Attachment A

NEW YORK CITY HOUSING AUTHORITY
250 BROADWAY § NEW YORK, NY 10007
TEL: 212-306-3000 § <http://nyc.gov/nycha>

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January 12, 2006

Dear Resident:

This is to inform you that as a result of a change in State law, NYCHA rents for public assistance recipients will be adjusted as of March 1, 2006. Most rents will increase, but some may decrease. **Any rent increase, however, will be paid for by the Human Resources Administration - Department of Social Services (DSS), through an increase in your shelter allowance.**

The NYCHA rents for public assistance recipients, which are based on the DSS shelter allowance, will increase gradually each year until it reaches the maximum allowed by State law. Also, these rents will no longer be based on the number of rooms in the apartment, but rather on the number of family members on the public assistance budget. This change may cause some rents to decrease. But again, the rent will be paid for by the Department of Social Services, and not by you.

Attached is the notice of your new rent, to go into effect starting March 1st. The Department of Social Services will automatically adjust your shelter allowance to cover the new rent as of March 1st. This letter **does not** require you to visit an HRA job center. If you have any questions regarding this rent change, you may contact your NYCHA management office.

Yours truly,

Robert Podmore
Deputy General Manager for Operations