

BRAZORIA COUNTY HOUSING AUTHORITY Administrative Plan Summary of Changes (2026)

Description: Several changes are proposed to the Brazoria County Housing Authority (BCHA) Administrative Plan. These plan updates are based on HUD rule changes, current operations, and BCHA staff and leadership recommendations.

Provided below is a summary of the changes. Please note that this summary does not include every minor change made to the Administrative Plan but is a summary of the substantial changes that are reflective of the rule changes made through the Housing Opportunities Through Modernization Act (HOTMA) that are effective immediately, and other updates necessary to reflect actual policies implemented by BCHA.

Summary of Changes—

- **Section I. G. Programs Administered by BCHA**—this section updated to add the Foster Youth to Independence (FYI) Voucher program to the list of programs administered by BCHA.
- **Section III. C. Preferences-Preference for Active EHV Participants**—this section is updated to add a Preference for Active Emergency Housing Voucher (EHV) participants and allows them to be prioritized to receive the next Housing Choice Vouchers (HCV) issued in calendar year 2026. This preference is necessary to maintain stable housing for EHV families and participants based on HUD’s guidance that all EHV funding will end in December 2026.
- **Section III. C. Preferences- Verifying Homeless Preference**—this section is updated to provide the documentation and verification requirements when a person is selected under the Homeless Preference category. If an applicant that is selected under Homeless Preference cannot meet the verification requirements to document eligibility, the applicant will be denied admission.
- **Section V. C. Trust Distribution and Annual Income-** this section updated to include information related to calculation of trust distributions into annual income for eligibility and annual recertification. This updated based on changes effective with HOTMA implementation.
- **Section V. E. Federally Mandated Income Exclusions (24 CFR 5.609(b) (22))** – Changes made to this section are based on PIH Notice 2023-27, and HUD guidance that enforcement of the new and/or clarified Income Exclusions will be enforced beginning July 1, 2025.

- **Section V. I. De Minimus Errors in Income Determinations**—This section added to adopt BCHA policy related to repayments to families when de minimus or other errors occur. When errors result in \$30 or more in repayment to the family, BCHA shall issue a reimbursement payment to the participant family. For errors less than \$30, BCHA shall issue a credit to be paid in the next HAP payment cycle which will reduce the participant amount owed.
- **Section VII. National Standards for the Physical Inspection of Real Estate (NSPIRE) – formerly Housing Quality Standards (HQS)**- This section updated to reflect the new effective date of NSPIRE standards to be October 1, 2026.
- **Section VII. National Standards for the Physical Inspection of Real Estate (NSPIRE) – formerly Housing Quality Standards (HQS) A. 1. Local Housing Codes**- This section updated to add clarification that window screens must be undamaged and screen material must not have perforations to pass inspection.
- **Section XII. D. Requirements to Add to Family Composition**- Updates to this section clarify required documentation and alternative documentation that may be accepted when adding minors to the household specifically for cases when a minor is added to a household with relatives other than their mother or father, or when added to households of non-relatives. BCHA recognizes the complicated nature of such relationships involving the placement of minors with non-parent households including grandparents and extended family members. Additionally, to ensure no disruption in care BCHA is adopting flexible options to allow participants to add non-related minors that they may be caring for through non-traditional circumstances.
- **Section XXIV. Monitoring HAP Funds and Policy regarding termination of families in case of Shortfall**—This section is expanded to include local discretionary policy if shortfall in funding occurs and the Housing Authority must terminate assistance to families as a last resort to maintain compliance and resolve the shortfall. BCHA adopts the “Last In, First Out” policy if shortfall compliance requires termination of subsidies to remain within budget authority. Such policy excludes elderly and disabled participants. As a second tier, BCHA adopts families with subsidies less than \$50 for termination in case of shortfall.
- **Section XXVIII. Foster Youth to Independence (FYI) Voucher Addendum**- this section added for new voucher program administered by the Housing Authority. Among other requirements, this section adopts Sharing Housing as an option for FYI Voucher participants.

Glossary:

Added:

- **FYI-** Foster Youth to Independence

Definitions Added/Changed:

- Day Laborer
- Earned Income (24 CFR § 5.100)
- Family
- Foster Adult
- Foster Child
- Independent Contractor (24 CFR § 5.603(b))
- Seasonal Worker
- Unearned Income
- Unreimbursed Health and Medical Care Expenses and Reasonable Attendant Care and Auxiliary Apparatus Expenses Deduction