

An Overview of HUD Changes to the 4350.3 REV. 1 Handbook

(Paragraphs, Exhibits and Figures references are presented in **bold** type.
Page numbers are presented in standard typeface without bold.)

HUD Policy	Old Handbook	New Handbook
Estimating Medical Expenses	Based on estimating expenses to be paid by family during the next 12 months following recertification.	Owner has three options for estimating medical expenses: Use expenses the family anticipates to pay during the <u>next 12 months after</u> recertification. Use unreimbursed medical expenses paid <u>during the past 12 months</u> . Use past 'one-time' nonrecurring medical expenses that were paid in full. 5-10D/5-42 and Exhibit 5-3/5-88
Recertification Timeline for Starting the Process of Notifying Tenants	90 days prior to tenant's recertification anniversary date.	120 days prior to tenant's recertification anniversary date. 7-7/7-6 thru' 7-11 and Figure 7-3/7-8
Increase in Income Treshold for an Interim	\$40	\$200 7-10 & 7-11/7-19 thru'7-20
Family Size for Income Limits	Owners must count unborn children and children who are in the process of being adopted for determining size of unit.	Owners must count unborn children and children anticipated to reside in a unit for determining income limits for the family. 3-6E.4 d & e/3-8
House Rules	House rules are established at the discretion of the owners. Provided limited example of house rules.	House rules are established at the discretion of the owner. Provides extensive discussion for establishing house rules and examples of 'reasonable' and 'unreasonable'. 6-9A &B/6-15 thru' 6-16 and Figure 6-5

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HUD Policy	Old Handbook	New Handbook
Affirmative Fair Housing Marketing Plan (AFHMP)	No requirement for frequency of review and update.	Requires owners to update AFHMP every 5 years as needed to ensure compliance. 4-12F/4-27
Remaining Family Member	Defines 'surviving family member'. Offers no guidance on when assistance may, or may not, be provided that person.	Provides extensive guidance for defining 'remaining family member' and defines what circumstances assistance may, or may not, be provided that person. 3-15/3-34
50059 Owner's Tenant's Certification of Data Submitted to TRACS	Only head of household must sign the 50059 data requirements.	All adult members of the household must sign the 50059 data requirements (i.e. data collected by the owners.) 9-5A.4b/9-5 and Appendix 7 #6
Tenant Selection Plan	Recommended.	Requires owners to develop, and make public, a tenant selection plan that includes certain required contents. 4-4C/4-15 thru' 4-7
Special Claims for Unpaid Rent And Tenant Damages and Vacancy Loss	Owner must submit claim within one year after the unit becomes available for occupancy for special claims for unpaid rent and tenant damages. There was no stated time limit for vacancy losses during rent-up.	Owner must submit claim within 180 days after the unit becomes available for occupancy. 9-14B.4.a and 9-14C.4.a/9-27 thru' 9-28 and 9-31
Calculating Partial Month Occupancy	Calculate assistance by dividing by 30 days.	Calculate assistance by dividing by the actual number of days in a month. 9-12E/9-22