

SECTION 8 ADMINISTRATIVE PLAN

APPENDIX A

FAMILIES FIRST PREFERENCE

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PURPOSE AND SCOPE

The purpose of the Families First Preference is to promote family unification by providing rental assistance to families for whom the lack of adequate housing is a primary factor in the separation, or the threat of imminent separation, of children from their families.

DEFINITIONS

Families First Family means a family that the public child welfare agency has certified is a family for whom the lack of adequate housing is a primary factor in the imminent placement of the family's child, or children, in out-of-home care, or in the delay of discharge of a child, or children to the family from out-of-home care and that The HA has determined is eligible for Section 8 rental assistance.

Substandard Housing means a unit that:

- (a) Does not have operable indoor plumbing;
- (b) Does not have a usable flush toilet inside the unit for the exclusive use of a family;
- (c) Does not have a usable bathtub or shower inside the unit for the exclusive use of a family;
- (d) Does not have electricity, or has inadequate or unsafe electrical service;
- (e) Does not have a safe or adequate source of heat;
- (f) Should, but does not, have a kitchen; or
- (g) Has been declared unfit for habitation by an agency or unit of government.

Dilapidated Housing means a unit that does not provide safe and adequate shelter, and in its present condition endangers the health, safety, or well-being of a family or the unit has one or more critical defects, or a combination of intermediate defects in sufficient number or extent to require considerable repair or rebuilding.

Homeless means any person or family that:

- (a) Lacks a fixed, regular, and adequate nighttime residence; and
- (b) Has a primary nighttime residence that is;
 - (1) A supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelter, and transitional housing);
 - (2) An institution that provides a temporary residence for persons intended to be institutionalized; or
 - (3) A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

Domestic Violence means actual or threatened physical violence directed against one or more members of the applicant family by a current or former spouse, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim

as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction as stated in the Violence Against Women's Act. It further includes dating violence and stalking.

Overcrowded Housing is to be determined by the HA in accordance with HA subsidy standards.

Detained Family A Families First eligible family may not include any person imprisoned or otherwise detained pursuant to an Act of the Congress or a State law.

Public Child Welfare Agency (PCWA) means the public agency that is responsible under applicable State or Tribal law for determining that a child is at imminent risk of placement in out-of-home care or that a child in out-of-home care under the supervision of the public agency may be returned to his or her family.

Participant means an eligible person or family who has been selected to participate in the Families First Preference.

Tenant Rent The portion of the contract rent payable by the tenant, as determined by IHFA in accordance with HUD requirements.

Very Low Income means an annual income not in excess of 50 percent of the median income for the area as determined by HUD's annual income limits.

All definitions in the main body of the Section 8 Administrative Plan apply to the Families First Preference.

ELIGIBILITY

To be eligible for the Families First Preference, a public child welfare agency must certify that the family lacks adequate housing and the lack of adequate housing is a primary factor in the imminent placement of the family's child, or children, in out-of-home care, or in the delay of discharge of a child, or children, to the family from out-of-home care.

Eligibility is determined by the IHFA Branch Office after the completion of the application and the submission of the required certification and documentation.

RENTAL VOUCHER ASSISTANCE

This program will be administered in accordance with HUD regulations covering the Section 8 Housing Choice Voucher program.

FAMILIES FIRST ADMISSIONS REQUIREMENTS

The Families First Preference will be handled according to the regulations and IHFA Administrative policies governing the Section 8 program. The preference will be limited to 40 vouchers total across IHFA's voucher jurisdiction.

TURNOVER

When a rental voucher under the Families First Preference becomes available for reissue (e.g. the family initially selected for the program leaves the program, is unsuccessful in the search for a unit, or is terminated from the program), the rental assistance must be reissued to another Families First Preference eligible family.

WAITING LIST MANAGEMENT

Referrals for the Families First Preference are made by the PCWA. The referral form may not be hand delivered or mailed in by the applicant but must come directly from the PCWA. A preference category has been established for Families First applicants and each branch office will maintain these applicants on their waiting lists. When an applicant is referred from a public child welfare agency, the applicant's name is put on the branch office waiting list by the date and time that their application is received in the branch office. Any family certified by the PCWA as eligible and not on the Section 8 waiting list will be placed on the waiting list with both a Families First Preference and any other preference they qualify (e.g. Family preference) and will be assisted in order of their position on the waiting list in accordance with IHFA admission policies.

PROGRAM ADMINISTRATION

Public Child Welfare Agency (PCWA)

- (1) Establish and implement a system to identify Families First eligible families with the agency's caseload and to review referrals from the HA.
- (2) Provide written certification to the HA that a family qualifies as a Families First Eligible family based up the criteria established in the United States Housing Act of 1937.
- (3) Commit sufficient staff resources to ensure that Families First families are identified and determined eligible in a timely manner and to provide follow-up supportive services after the families lease units.

Idaho Housing and Finance Association

- (1) Accept families certified by the PCWA as eligible for the Families First Preference.
- (2) Determine if families referred by the PCWA are eligible for Section 8 assistance and place eligible families on the Section 8 waiting list.
- (3) Administer rental assistance in accordance with applicable program regulations and requirements.