

Katrina Disaster Housing Assistance Program
 Questions and Answers, Set 1
 11/16/2005

	Topic	Question	Answer
1-1	Administrative Fees	Does the PHA receive the \$1000 one-time initial placement fee if the PHA provides housing search assistance but the KDHAP rent subsidy contract is not executed?	No. The \$1000 fee is only paid if a family is actually housed under a KDHAP rent subsidy contract.
1-2	Administrative Fees	Does the PHA keep the \$1000 administrative fee for placing a KDHAP family if the family leaves before the end of the lease term?	Yes.
1-3	Administrative Fees	Is the \$1000 administrative fee paid for each KDHAP family housed under a KDHAP rent subsidy contract?	Yes. The fee is a one-time fee per family. The PHA does not qualify for an additional placement fee if the family subsequently moves and leases another unit under the KDHAP.
1-4	Administrative Fees	Does the \$1000 administrative fee for placing a KDHAP family include the family's utilities and security deposit?	No. Separate KDHAP funds are provided for the family's utilities and security deposit.
1-5	Administrative Fees	The KDHAP operating requirements says that "HUD is committed to finding other resources" to supplement the PHA ongoing administrative fee of 10 percent of the actual KDHAP rent subsidy payment.	There is no application process for the referenced supplemental ongoing administrative fees. HUD will distribute any available funding for this purpose based on data entered into the KDHAP information system database and the VMS.

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		Does the PHA need to apply for supplemental ongoing administrative fees for the KDHAP?	
1-6	Eligible Families Who Moved into PH Without Being Offered KDHAP	Can a KDHAP eligible family who was housed in a vacant public housing unit during September or October 2005 “transfer” to the KDHAP and use a FEMA ticket to move to another jurisdiction?	Yes to both questions, provided the family can legally terminate their existing public housing tenancy (including by mutual consent with the owner) by December 31, 2005.
1-7	Family Application for KDHAP Funding	What is the family application process for the KDHAP?	There is no specific family application form for the KDHAP. Eligible families have been identified through the HUD and FEMA information systems, and the family records reside in the KDHAP information system. The KDHAP eligible family simply needs to contact the PHA in the location they wish to live or a RCC counselor at 1-866-373-9509.
1-8	Family Eligibility	Does a family need to be in the KDHAP information system in order to be determined eligible to receive KDHAP assistance?	Yes.
1-9	Family Eligibility	Are there any income eligibility requirements such as income limits for admission or continued occupancy under the KDHAP?	No.
1-10	Family Eligibility	What about households that lived previously in housing subsidized by USDA or other	No. The families eligible for the KDHAP are specified in section 4(a) of the KDHAP Operating Requirements.

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		non-HUD agencies? Will they be eligible for KDHAP housing assistance?	
1-11	Family Eligibility	Is a displaced family previously living in a unit assisted with HOME funding eligible for the KDHAP?	No. Section 4(a) of the KDHAP Operating Requirements specifies the eligible universe of HUD programs.
1-12	Family Eligibility	Are families displaced by Hurricane Katrina who were previously living in a (1) unit financed with tax credits, (2) State aided low-income public housing unit, (3) City funded rent subsidy unit, or (4) non-HUD assisted rental unit, or owned a home immediately prior to Hurricane Katrina eligible for the KDHAP?	No. However, displaced families not eligible for KDHAP are generally eligible for FEMA assistance under FEMA's Individual Assistance Program, and also may apply for vouchers, public housing and other HUD-assisted housing if they are eligible.
1-13	Family Eligibility	Is a family excluded from receiving KDHAP assistance if the family already received FEMA transitional housing payments for 3 months?	No.
1-14	Family Eligibility	Does the definition of the homeless eligible for the KDHAP include families who	No.

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		were doubled-up with other families?	
1-15	Family Eligibility	Is the family eligible for KDHAP assistance if the family moves from an uninhabitable to a habitable unit within a federally declared disaster area?	Yes, a family retains its eligibility for KDHAP assistance if the family moves from an uninhabitable to a habitable unit within a federally declared disaster area (provided that the new unit meets the KDHAP HQS).
1-16	Family Eligibility	Is a Section 8 or public housing resident displaced by Hurricane Rita or other natural disasters eligible for the KDHAP?	No. The funding and Mission Assignment from FEMA for the KDHAP is restricted to Hurricane Katrina evacuees.
1-17	Family Eligibility	Is a person who was a guest of a KDHAP eligible family (e.g., not listed on the lease) at time of Hurricane Katrina eligible to receive KDHAP assistance?	No. The Mission Assignment from FEMA restricts who is eligible for the KDHAP. See Section 4(a) of the KDHAP Operating Requirements.
1-18	Family Eligibility	Assume a KDHAP eligible family wants to split into two family units. May both families receive KDHAP assistance?	No. Only the family unit with the pre-Katrina head of household may receive KDHAP assistance. If the pre-Katrina head of household is deceased, the PHA (or HUD if there is more than one PHA involved and the PHAs are not in agreement) will determine which family unit will receive KDHAP assistance.
1-19	Family Eligibility	Is a family who was issued a voucher by a PHA in a disaster area and was looking for a unit, but never had a voucher HAP contract executed on their behalf eligible for the KDHAP?	No. However, the family may receive assistance under the voucher program in the issuing PHA's jurisdiction or in another location if the initial PHA permits the family to move under portability. The PHA in the disaster area may extend the term of the family's current voucher in accordance with PHA policy as described in the PHA's administrative plan. If the family is moving to another jurisdiction, the family must be income eligible in the receiving PHA's jurisdiction. In the case of

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			nonresident applicants only, the receiving PHA must also agree to the portability move. (See Section 982.353 of the voucher program regulations.)
1-20	KDHAP Eligible Families with Voucher Units Already Placed under HAP Contract	Several KDHAP eligible families were housed by my PHA through portability during September 2005. Do we need to send the portability billing information to someone in HUD in order to receive KDHAP funding? When do we stop billing the initial PHA?	HUD will make direct payments to the receiving PHA for administrative expenses (KDHAP placement fee and on-going administrative fee) and housing assistance payments. These funding payments will happen automatically when the receiving PHA enters data in the KDHAP information system for the family. However, if the housing assistance payment for the family exceeds 100 percent of the FMR (the maximum KDHAP rent subsidy payment), the receiving PHA will bill the initial PHA for the remaining balance using the Form HUD-52665.
1-21	KDHAP Eligible Families with Voucher Units Already Placed under HAP Contract	Assume a KDHAP eligible family who was housed by the receiving PHA under portability billing procedures in September 2005 wants to stay in the voucher program, and that KDHAP funds will now be used for payment of the voucher housing assistance. May the initial PHA use the “freed-up” voucher funding to house other families on the voucher waiting list or other displaced families not eligible for the KDHAP?	Yes, the initial, disaster-affected PHA may use the “freed-up” voucher funding to house other families. However, the initial disaster-affected PHA must certify that there will be funding available to resume regular voucher assistance to each KDHAP family when the family’s participation in the KDHAP ends. See sections 4(q) and (r) of the KDHAP Operating Requirements.

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1-22	KDHAP Eligible Families with Voucher Units Already Placed under HAP Contract	Assume a KDHAP eligible family who was housed by the receiving PHA through portability absorption or was admitted into the receiving PHA's voucher program during September 2005 wants to stay in the voucher program, and that KDHAP funds will be used for payment of the voucher housing assistance. May the receiving PHA use the "freed-up" voucher funding to house other families on the voucher waiting list or other displaced families not eligible for the KDHAP?	Yes, the receiving PHA that admitted or absorbed the KDHAP eligible family may use the "freed-up" voucher funding to house other families. However, the receiving PHA must certify that there will be funding available to resume regular voucher assistance to each KDHAP family when the family's participation in the KDHAP ends. See sections 4(q) and (r) of the KDHAP Operating Requirements.
1-23	KDHAP Eligible Families with Voucher Units Already Placed under HAP Contract	How do the KDHAP eligible voucher program participants who moved under portability procedures to new jurisdictions during September 2005 affect the receiving PHA's voucher program baseline number of units?	These KDHAP families do not count against a PHA's baseline for voucher leasing purposes for the duration of the KDHAP assistance.

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1-24	KDHAP Family Moves	Under the KDHAP, will families be able to move to a new unit at the end of the initial lease, so long as they have not used up their 18 months of assistance?	See section 4(p) of the KDHAP Operating Requirements for a description of when the family may move after KDHAP lease-up. The family may only move with continued KDHAP assistance within the jurisdiction of the PHA administering the family's KDHAP assistance. (The voucher program nationwide portability feature does not apply to the KDHAP.)
1-25	KDHAP Information System and PIC Data	What form is used to verify family eligibility when there is no record of the previously assisted family displaced by Hurricane Katrina in the KDHAP information system? Where can I get the form?	The Hurricane Katrina Verification of Family Assistance form is used to verify family eligibility for KDHAP assistance when there is no record in the KDHAP information system. The form can be found on hudweb at the following URL: http://www.hud.gov/katrina/proguidance.cfm .
1-26	KDHAP Information System and PIC Data	If a voucher program participant who is KDHAP eligible chooses to remain under the voucher program rules, does the PHA complete a form HUD-50058 for the family?	Yes, the initial and receiving PHAs need to submit a form HUD-50058 as is normally done when portability is exercised. In addition, the receiving PHA must enter family data into the KDHAP information system in order to be paid with KDHAP funds.
1-27	KDHAP Information System and PIC Data	What actions must a PHA take in order to access the KDHAP information system?	The KDHAP information system is located in the PICTEST and can be accessed at the following URL: HTTPS://Pictest.hud.gov . The PHA may access the KDHAP information system using the PHA's current PIC user ID and password.
1-28	KDHAP Information System and PIC Data	What does the PHA enter as "lease rent" in the KDHAP information system for a voucher program participant who is KDHAP eligible but chooses to	The PHA would enter the voucher HAP in the "lease rent" field of the KDHAP information system.

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		remain under the voucher program rules?	
1-29	Option to Choose a Voucher or KDHAP	Does a KDHAP eligible displaced public housing tenant have an option to choose to be in the regular voucher program instead of KDHAP?	No. See section 4(s) of the KDHAP Operating Requirements.
1-30	Option to Choose a Voucher or KDHAP	Can a voucher program participant who is KDHAP eligible choose to either participate in the KDHAP or remain under the voucher program rules?	Yes. A KDHAP eligible voucher program participant not yet under a HAP contract in the receiving PHA's jurisdiction may choose to either remain under the regular voucher program rules or participate in the KDHAP. In addition, a KDHAP eligible voucher program participant who exercised portability and is under a HAP contract in the receiving PHA's jurisdiction may opt to remain under the regular voucher program HAP contract and rules, or may switch to in the KDHAP if the family is able to legally terminate their existing voucher tenancy (including by mutual consent with the owner) by December 31, 2005. See sections 4(r), (s) and (v) of the KDHAP Operating Requirements.
1-31	Option to Choose a Voucher or KDHAP	If a KDHAP eligible family elects not to participate in the KDHAP but would like to remain on the regular voucher program, does the PHA use the KDHAP rent subsidy contract and lease addendum?	No. All the regular voucher program documents are used for such a family.

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1-32	Outreach to KDHAP Eligible Families	How will families eligible for the KDHAP learn about the program?	Families will learn about the KDHAP through FEMA referrals and a variety of other sources including word-of-mouth; referrals by PHAs, the Red Cross, and temporary shelter personnel and volunteers; press reports; and HUD outreach efforts.
1-33	Participating PHAs	May a PHA decline to participate in the KDHAP? May a PHA limit the number of KDHAP participants?	Yes to both questions.
1-34	Participating PHAs	If there is no participating PHA in the location where the family wants to receive assistance, can a neighboring PHA administer the KDHAP assistance in the neighboring community?	Yes, if the PHA with a voucher program has legal authority in accordance with any State or local requirements to administer the voucher program or the KDHAP in that community.
1-35	Participating PHAs	Does a PHA have to administer a voucher program in order to participate in the KDHAP?	Yes. A PHA that only operates public housing and does not administer a voucher program is not eligible to administer the KDHAP.
1-36	Participating PHAs	What if there is more than one voucher PHA with jurisdiction over the area where a family wants to receive KDHAP assistance. Which PHA will be asked to provide KDHAP assistance to the family?	If the family has a preference, the RCC counselor will contact the PHA chosen by the family. Otherwise, the RCC will make a judgment call as to which PHA to contact.

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1-37	PHA Application for KDHAP Funding	Is there a PHA application for the KDHAP funding?	No. All KDHAP funding is driven by the entry of family data into the KDHAP information system. See sections 4(c) and (v) of the KDHAP Operating Requirements.
1-38	PHA Application for KDHAP Funding	After the PHA signs the Katrina Disaster Contributions Contract (KDCC) and sends it to HUD, what else must a PHA do to participate in the KDHAP?	Once the KDCC is signed, the PHA may participate in the KDHAP. The PHA must comply with KDHAP Operating Requirements, the KDHAP KDCC, the KDHAP Rent Subsidy Contract and any other HUD requirements.
1-39	PHA Receipt of KDHAP Funding	How are PHAs going to be paid for the KDHAP?	PHAs will receive advanced funds and will settle with HUD on a quarterly basis. The funds will automatically be sent to PHAs based on KDHAP information system data.
1-40	Program Implementation	Is the KDHAP operational?	Yes. The KDHAP Operating Requirements, Contact Information, Consolidated Katrina Disaster Contributions Contract, and Katrina Disaster Rent Subsidy Contract and Lease Addendum were posted on the HUD web on October 4, 2005.
1-41	Rent Subsidy Amount	Will the amount of the KDHAP rent subsidy be adjusted based on household income at any time during the maximum 18-month subsidy term?	No.
1-42	Rent Subsidy Amount	Will tenant contributions be required at any point during the 18 months for those receiving KDHAP assistance?	There is no family contribution towards lease rent if the lease rent for the unit does not exceed the FMR. The family may select a unit with a rent that exceeds the FMR. However, in such a case the family must pay the difference between the lease rent and the FMR. In all cases, the family is responsible for any utilities not included in the lease rent. See section 4(h) of the KDHAP Operating Requirements.

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1-43	Rent Subsidy Amount	Does the PHA's regular voucher program payment standards schedule influence the KDHAP rent subsidy amount?	No.
1-44	Security and Utility Deposit Assistance	Can a family who is eligible for the KDHAP but is instead participating in the regular voucher program be reimbursed for any tenant-paid security and utility deposit expenses in connection with leasing their voucher unit after the disaster?	No. See section 4(s) of the KDHAP Operating Requirements.
1-45	Security and Utility Deposit Assistance	Assume a KDHAP family is permitted to move with continued KDHAP assistance to a second KDHAP unit within the PHA's jurisdiction. Is this family eligible to receive security and utility deposit assistance for the new unit to which they are moving?	No. See section 4(p) of the KDHAP Operating Requirements.
1-46	Security and Utility Deposit Assistance	Assume a KDHAP eligible family who received voucher assistance or was housed in a public housing or other HUD-assisted housing unit during September 2005 "transfers" to the KDHAP. Is this family	Yes.

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		eligible to receive security and utility deposit assistance when they initially become a KDHAP participant?	
1-47	Security and Utility Deposit Assistance	If the owner collects the security deposit from both the PHA and the family, what happens when the lease is terminated? Does the owner return any security deposit balance (after deducting charges for unpaid rent or tenant damages) to the PHA?	Yes, the owner will return the security deposit balance to the PHA. If the security deposit refund exceeds the security deposit assistance amount the PHA paid to the owner, the PHA will return the difference to the family.
1-48	Tenant Screening	Is a PHA required to do criminal background and other screening of KDHAP eligible families?	No. Any criminal background and other tenant screening of the KDHAP eligible families is an owner (not a PHA) responsibility. PHA criminal screening is not required since these are previously screened assisted families, the assistance is temporary, and it would impede the KDHAP objective to quickly house already assisted families displaced by Hurricane Katrina.
1-49	Tenant-Furnished Appliances	Can KDHAP assistance be used to pay for a stove and/or refrigerator if the owner does not furnish these appliances?	No. KDHAP assistance is for reimbursement of the lease rent. The PHA may wish to contact churches, the Red Cross and other nonprofit agencies to coordinate assistance in locating donated used or new appliances for the family.
1-50	Term of KDHAP Assistance	Is KDHAP assistance unlimited?	No. KDHAP financial assistance is limited up to 18 months.

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1-51	Term of KDHAP Assistance	Is the maximum term of the KDHAP assistance reduced if a family received FEMA transitional housing payments for 3 months?	Yes. The maximum term of KDHAP assistance for this family is 15 (not 18) months.