



Streamlined Lease Assistance Program Overview

Background

In February 2015, the Housing Authority of the County of San Bernardino (HACSB) implemented the Streamlined Lease Assistance Program to simplify the cumbersome rent calculation, making it easier for families to predict and budget for housing costs. The program applies to all new and currently assisted families in the Housing Choice Voucher and Public/Affordable Housing Programs (excluding non-elderly and non-disabled families assisted under the Term-Limited Lease Assistance Program).

Rent Calculations

The rent portion for families served through Streamlined Lease Assistance is based on a percentage of gross income, HACSB's minimum rent, or the baseline rent. The following table illustrates the rent calculation, family type and rent portion:

Rent Calculation Type	Applicable for...	Rent Portion
Streamlined Lease Assistance for Career-Focused Families Program	Existing non-elderly and/or non-disabled households effective February 1, 2018	Rent portion is the greater of: <ul style="list-style-type: none"> • 30% of Gross Income; or • Minimum Rent; or • Baseline Rent
	New Term-Limited Lease Assistance Program participants who lease after Nov. 1, 2017: <ul style="list-style-type: none"> • New residual non-elderly/non-disabled • Port-ins households • Project-Based Voucher households moving out of their unit • Non-Legacy RAD families who exercise mobility (effective 6.1.18) 	
Streamlined Tiered Lease Assistance for former UHA participants and legacy RAD families	Non-elderly and non-disabled families transferred from the Upland Housing Authority on July 1, 2017	Rent portion is the greater of: <ul style="list-style-type: none"> • 21% of Gross Income (increases 3% every two years); or • Minimum Rent; or • Baseline Rent
	Non-elderly and non-disabled families participating in RAD. Legacy RAD families who exercise mobility will continue on the current tiered structure.	
Streamlined Fixed Lease Assistance for Elderly/Disabled Families	Elderly/Disabled Households including RAD Elderly/Disabled Households	Rent portion is the greater of: <ul style="list-style-type: none"> • 24% of Gross Income; or • Minimum Rent; or • Baseline Rent

The Streamlined Lease Assistance program eliminates all deductions and allowances (e.g. dependents, elderly/disabled, childcare, medical, disability expense, utility, etc.) resulting in a simpler calculation which benefits the family and the agency. Families that choose to rent a unit that is larger than their approved bedroom size are responsible for the additional cost of renting the larger unit.

Goals of the Program

Streamlined Lease promotes self-sufficiency and creates a rent calculation that is easier for families to understand. Through this rent calculation, families can budget and plan for housing costs, an important step on their path towards self-sufficiency. Additionally, family income changes between recertifications are not used to adjust the tenant rent portion, which can allow families to develop savings.

Hardship Policy

HACSB recognizes that, under some circumstances, families may experience a hardship that makes it challenging to pay the applicable rent; therefore, hardship criteria has been developed for families that experience certain expenses or losses of income.

HACSB may approve a permanent hardship exemption for the following reasons:

- the family experiences a death of a household member with income;
- any income-earning member of the assisted family no longer remains in the unit;
- an elderly or disabled household experiences a permanent loss of income of at least \$300 per month;
- an unforeseen and involuntary permanent loss of income for a family member under the age of 18;

HACSB may approve no more than one temporary hardship exemption within a 12-month period if the family experiences one of the following:

- loss of income (at least \$300 per month) due to:
 - an unforeseen and involuntary loss of employment;
 - an unforeseen loss of income due to major illness as determined by a medical professional;
- an elderly or disabled household experiences medical expenses over \$2,500 for a single event.

In order for families to be eligible for a hardship exemption, they must make their request in writing within 60 days of the change in circumstance and be in compliance with all program requirements. Families also must provide all supporting documents regarding their case. Hardship requests are reviewed by the Hardship Review Committee.

For additional detailed information on the Housing Authority's Streamlined Lease Assistance Program, including hardship exemptions, please refer to the Administrative Plan located on our website at www.hacsb.com.



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