

Current ACOP Language FY 2026	Proposed ACOP Language FY 2027
<p>Chapter 10. 4 Section E: <i>Lease Requirements.</i> Requests for accommodation must comply with all essential lease requirements. Requests for accommodation that would enable a resident to materially violate essential lease terms or affect the ability of others to peacefully enjoy the premises will not be approved.</p>	<p>Chapter 10.4 Section E: Reasonable Accommodation Determination – Limitations</p> <p>JHA is committed to providing reasonable accommodations that ensure individuals with disabilities have equal opportunity to use and enjoy their dwelling. Each request will be evaluated on a case-by-case basis, with consideration of the disability-related need (nexus), the reasonableness of the request, and compliance with applicable laws.</p> <p>However, JHA is not required to approve a request that:</p> <ul style="list-style-type: none"> • Is unreasonable, unlawful, or would impose an undue financial or administrative burden; • Fundamentally alters the nature of the public housing program; • Poses a direct threat to the health or safety of the individual, other residents, or staff; or • Requires JHA to provide services that exceed its role as a housing provider, including ongoing personal care or supervision. <p>JHA housing is intended to support independent living. If an individual is unable to meet essential lease requirements, even with reasonable accommodation, JHA may determine that the requested accommodation is not reasonable. In such cases, JHA will consider whether alternative accommodations (such as approval of a live-in aide, where appropriate) may adequately address the individual’s needs.</p> <p>If a request is determined to be unreasonable, unlawful, unsafe, or violates essential lease requirements, JHA may deny the request regardless of disability status or nexus.</p> <p>Essential Lease Requirements include, but are not limited to:</p> <ul style="list-style-type: none"> • Payment of rent and other Charge's in accordance with the lease • Maintaining the unit in a safe, sanitary, and habitable condition • Avoiding damage beyond normal wear and tear • Refraining from criminal activity, including drug-related or violent behavior • Not posing a threat to the health or safety of others • Complying with occupancy standards (e.g., no unauthorized occupants) • Allowing reasonable access for inspections and maintenance • Complying with housekeeping standards necessary to prevent health/safety hazards • Not interfering with the peaceful enjoyment of other residents <p>These are consistent with HUD-required lease components such as rent obligations, occupancy rules, and tenant responsibilities. Reasonable accommodations are intended to provide equal access to housing and are not a substitute for medical, custodial, or institutional care. JHA does not provide, and is not responsible for arranging, ongoing personal care or supervision services.</p>
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<p>10.5 Request Determinations</p> <p>JHA will make a determination regarding requests for reasonable accommodations within ten (10) days of the date of receipt of a complete request with all necessary documentation/verification provided. The Housing Authority will provide notification of the determination to the requestor in accordance with governing JHA program policies. Occasionally, JHA may find it necessary to extend the determination period if additional information is required during the review process. In these circumstances, JHA will notify the requestor of the reason for the delay.</p>	<p>Reasonable Accommodation – Request Determination</p> <p>Timeframe</p> <p>In accordance with applicable federal regulations, including 24 CFR 8.4, 24 CFR 100.204, and related HUD guidance governing reasonable accommodations, the Jacksonville Housing Authority (JHA) will process requests for reasonable accommodation in a prompt and expeditious manner. Upon receipt of a complete reasonable accommodation request, including all required documentation and third-party verification (if applicable), JHA will make a determination within ten (10) business days, to the extent practicable.</p> <p>JHA recognizes that HUD allows a reasonable period of time for review and determination, which may extend up to thirty (30) days depending on the complexity of the request and the timeliness of verification received. While JHA’s operational goal is to issue determinations within the ten (10) business-day timeframe, circumstances may arise that necessitate additional time, including but not limited to:</p> <ul style="list-style-type: none"> • The need for additional information or clarification; • Delays in receiving third-party verification; • The complexity or uniqueness of the accommodation request. <p>In such cases, JHA will provide written notice to the requestor explaining the reason for the delay and will continue to process the request as expeditiously as possible.</p> <p>JHA will notify the requestor of its determination in writing, in accordance with JHA program policies and applicable federal requirements. All determinations will be made on a case-by-case basis, consistent with fair housing laws and regulations.</p>
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<p>19.09 Offer of a Unit The Housing Authority will contact the family to make a unit offer. The family will be given a 24-hour time frame to accept or reject any unit offer made. If the family cannot be reached, the family will be notified of a unit offer via alternative means including first class mail. The family will be given five (5) business days from the date of the letter to contact the Housing Authority regarding an offer.</p>	<p>19.09 Offer of a Unit The Housing Authority will contact the family to make a unit offer. The family will be provided up to forty-eight (48) hours to accept or reject the unit of offer. This extended timeframe applies to standard unit offers where no emergency transfer conditions exist. If the family cannot be reached by phone or electronic communication, the Housing Authority will provide notification of the unit’s offer via alternative means, including first-class</p>

	<p>mail. The family will have five (5) business days from the date of the notice to contact the Housing Authority regarding the offer. Failure to respond within the required timeframe may be considered a refusal of the unit of offer and may be subject to the Authority's refusal and termination policies as outlined in this ACOP.</p> <p>Emergency Transfers – VAWA</p> <p>Notwithstanding the above, families approved for emergency transfers under the Violence Against Women Act (VAWA) will be required to transfer based on the urgency of the situation. The Housing Authority will prioritize these transfers to ensure the safety of the victim.</p> <p>In accordance with 24 CFR § 5.2005(e), the Housing Authority must adopt and implement an emergency transfer plan that allows tenants who are victims of domestic violence, dating violence, sexual assault, or stalking to transfer to another safe and available unit when:</p> <ul style="list-style-type: none"> • The tenant reasonably believes there is a threat of imminent harm; or • The tenant is a victim of sexual assault and the assault occurred on the premises within the past 90 calendar days. <p>VAWA emergency transfers:</p> <ul style="list-style-type: none"> • Will not be offered a unit at the current location where the unsafe condition exists. • Must be executed as expeditiously as possible, with limited refusal options due to health and safety risk. • Require tenant compliance with transfer procedures and unit acceptance expectations established by the Housing Authority. <p>Reasonable Accommodation Transfers</p> <p>Transfers approved as reasonable accommodation under Section 504 of the Rehabilitation Act of 1973 and the Fair Housing Act will also be prioritized to ensure equal access to housing.</p> <p>In accordance with HUD regulations and guidance:</p> <ul style="list-style-type: none"> • The Housing Authority will process reasonable accommodation transfers as quickly as possible, taking into account the nature of the disability-related need. • Families must accept the first offer of a unit that meets the verified accessibility or accommodation needs, unless good cause is demonstrated. • Delays or refusals without good cause may be treated in accordance with ACOP refusal policies.
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<p>New Chapter 39- EIV Safe Tenant Matching</p>	<p>Noncompliance</p> <p>Failure to resolve EIV discrepancies or comply with verification requirements may result in:</p> <ul style="list-style-type: none"> • Denial of admission • Termination of assistance • Repayment of improperly received subsidy <p>All actions will be consistent with JHA's due process and grievance procedures.</p> <p>Confidentiality</p> <p>EIV information is confidential and will be accessed and maintained only by authorized JHA staff in accordance with HUD security requirements.</p> <p>Regulatory Authority</p> <p>This policy is administered in accordance with HUD EIV requirements, including applicable HUD notices, EIV User Manual guidance, and 24 CFR regulations.</p>

Proposed ACOP Updates – FY 2027

1. Time Limits and Work Requirements (Proposed)

The PHA may adopt policies establishing mandatory employment or work participation requirements.

- Work Requirement Standard:
non-elderly, non-disabled adults (ages 18–61) may be required to participate in up to 40 hours per week of qualifying activities, which may include:
 - Employment
 - Job training
 - Education programs
 - Workforce development activities
- Exemptions:
The following individuals shall be exempt from time limits and work requirements:
 - Elderly persons (62 years and older)
 - Persons with disabilities
 - Other categories as may be defined by HUD or the PHA (e.g., caregivers, temporarily incapacitated individuals)

2. Supportive Services Requirement

In conjunction with any adopted time limits or work requirements, the PHA shall:

- Provide or coordinate access to supportive services, including:
 - Job placement assistance
 - Workforce training programs
 - Educational opportunities
 - Case management services
- Ensure participants are given reasonable opportunity to comply prior to enforcement actions.