

HUNTINGTON *Housing Authority*

FAMILY SELF-SUFFICIENCY (FSS) PROGRAM ACTION PLAN FOR PUBLIC HOUSING and HOUSING CHOICE VOUCHER (Revised July 2022)¹

Town of Huntington Housing Authority (THHA) implemented its Family Self-Sufficiency (FSS) program in 2017. The goal of the FSS Action Plan is to reflect program services, available community resources, and to outline procedures of the FSS program.

MISSION STATEMENT

THHA's aim is to ensure safe, decent, and affordable housing; create opportunities for residents' self-sufficiency and economic independence; and assure fiscal integrity by all program participants.

PROGRAM GOALS AND OBJECTIVES

The overall goal of the Town of Huntington Housing Authority Family Self-Sufficiency Program is to support and enable 40 families, made up of Housing Choice Voucher and Public Housing participants, to reduce dependency on government assistance by:

- Establishing inter-agency cooperation and assess the outcomes of the FSS program initiatives.
- Securing supportive services that will empower the FSS Family to improve their quality of life by providing a conduit to economic independence and self – sufficiency.

- Continually assessing the need for, and implementation of support services for future program improvement.
- Implementing a case management process for those families enrolled and who have a commitment to becoming self-sufficient.
- Allowing FSS families to establish an escrow account and to use these savings to attain interim and final goals outlined in the participating family contract

DEMOGRAPHICS

The FSS program provides services to any eligible family who is currently receiving housing assistance through THHA’s Housing Choice Voucher and Public Housing programs, as per HUD guidelines. The FSS Program Participant does not have to be the head of household. The following demographics were calculated based on the families on the FSS program 2020:²

Racial/Ethnic Codes

	Non-Hispanic	Hispanic
Caucasian:	0	9
Black or African-American:	18	1
Native American or Alaskan Native:	0	0
Asian:	1	0
Native Hawaiian or Pacific Islander:	0	0

<u>Number of Dependent Children:</u>		<u>Identified Program Participant:</u>	
0 children:	1%	Single Identified Program Participant:	28%
1 child:	11%	Joint Identified Program Participant:	1%
2 children:	14%		
3 children:	2%		
4 children:	0%		
		<u>Employment Statistics:</u>	
		Participants Employed:	23%

² Although demographics fluctuate with enrollment, no major changes are projected in the near future

5 or more children: 0%

Average Annual Income: \$ 38,532

FSS PROGRAM COORDINATING COMMITTEE (PCC)

Town of Huntington Housing Authority is a member of PCC assists in securing commitments of public and private resources for the operation of the FSS program. It is also responsible for assisting with the development and implementation of the program. The PCC meets quarterly and may conduct business on an as-needed basis via email or telephone conferences.

Membership in the PCC will be drawn from a variety of agencies and individuals, which includes, but is not limited to:

- Human service agencies
- State/City/County government
- Community colleges
- Financial institutions
- Private business sector
- Job training services
- Department of Workforce Services
- Nonprofit service providers
- A Housing Choice Voucher resident
- A Public Housing resident
- THHA staff members

FSS FAMILY SELECTION PROCEDURES

It is the policy of THHA to comply with all Federal, State, and Local nondiscrimination laws; the Americans with Disabilities Act; and the U.S. Department of Housing and Urban Development regulations governing Fair Housing and Equal Opportunity. No person shall be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under the FSS program on the grounds of race, color, sex, religion, national or ethnic origin, familial status, source of income, or disability. In addition, THHA's FSS staff will, upon request, provide reasonable accommodation to persons with disabilities to ensure they are able to take advantage of the services provided by the FSS program (see Requests for Reasonable Accommodations below).

The FSS staff has the primary responsibility to make sure that participants are not discriminated against in the selection process. For families or individuals whose potential enrollment is in question, the FSS staff and Executive Director will review the file; ensure that non-selection has not been based on discriminatory factors before the final decision is made.

Applicants will be notified in writing of the reason(s) why they were not selected for participation and that they have the opportunity to appeal the decision (see section on Hearing Procedures).

At all times, THHA will select families for participation in the FSS program in accordance with HUD guidelines. At all times, families who enter the selection process must be active recipients of designated THHA housing assistance programs (i.e. the Housing Choice Voucher or Public Housing program).

THHA clients who express an interest in the FSS program may be screened before being enrolled in the program within the following HUD allowable guideline: mandatory participation in an FSS program orientation on either a group or individual basis. The orientation will include a review of participant expectations, the services offered, and the requirements to complete the FSS program. Those interested clients who have successfully completed the program orientation and express further interest in enrollment will be chosen for participation based on the following factors:

- Preference given to participants who are currently on the FSS program and are transferring from the Public Housing program to the Housing Choice Voucher program.
- Preference given to participants of related service programs as described above.
- Preference given to FSS participants porting to THHA from another housing authority.
- Former FSS participants who have previously participated on the FSS program without successful completion and were not terminated for compliance issues.
- Date of enrollment request.

Written Referrals for the FSS program may be accepted from, but are not limited to, any of the following: THHA Rental Subsidy Technician, managers, other housing authorities, educational institutions, vocational rehabilitation agencies, homeless shelters, client advocacy/service provider agencies, current FSS participants, or self-referral. If all FSS program slots are filled, THHA will maintain a waiting list of families to be enrolled based on the above ordered criteria and families will be enrolled through attrition as slots become available.

No family will be denied participation due to race, color, religion, sex (including actual or perceived gender identity and sexual orientation), disability, familial status, or national origin.

THHA, at its discretion, may deny participation in the FSS program to a family that previously participated and was terminated from FSS because the family did not meet their obligations in accordance with the Contract of Participation. THHA, at its discretion, may allow a family that previously participated in the FSS program and was terminated to sign a new Contract of

Participation if the cause for termination of the original contract was due to circumstances beyond the family's control, such as a serious illness. (see Contract Extension)

OUTREACH EFFORTS

Efforts will be targeted equally in accordance with all Federal, state, and local nondiscrimination laws; the Americans with Disabilities Act; and the U.S. Department of Housing and Urban Development regulations governing Fair Housing and Equal Opportunity. Efforts will be made to ensure that non-English and limited English-speaking families receive information and have the opportunity to participate in the FSS program. Efforts will also be made to serve persons with disabilities including, but not limited to, persons with impaired vision or hearing.

Publication and outreach efforts for the FSS program may include, but are not limited to, distribution of FSS program materials to community agencies and partners (both private and public), mass mailing of program information to current THHA residents, THHA website, orientation presentations to incoming Housing Choice Voucher and Public Housing clients. Interpreters will be used as needed and clients may contact staff via our TTD telephone line or by email. Outreach informational material about the FSS program may include:

- Details about program history;
- Available resources;
- Requirements for eligibility;
- Application procedures;
- Participant responsibilities and THHA responsibilities; and/or
- Program benefits.

Referrals for the FSS program may be accepted as described above under the heading FSS Family Selection Procedures. Referrals will be screened for eligibility, and selection made in accordance with HUD guidelines.

INCENTIVES TO ENCOURAGE PARTICIPATION

As part of the FSS program, THHA offers incentives to encourage participation and enhance the participant's ability to achieve self-sufficiency. THHA will establish an FSS Escrow Account for each eligible participating family in accordance with HUD guidelines as a financial incentive for program participation. Additional incentives include, but are not limited to, enhanced opportunities for homeownership, education, training and employment. FSS participants will have access to financial counseling, credit repair, homeownership workshops, and available resources about the home buying process. FSS participants also have a number of personal incentives for involvement including structured goal planning, greater opportunity to increase their standard of living, an enhanced support system, increased self-esteem, etc. THHA reserves the right to revise this plan when and if additional official incentives can be offered.

ACTIVITIES AND SUPPORTIVE SERVICES

Extensive resources are available to FSS program participants through public and private agencies. In order to protect confidentiality, participants sign a Release of Information that allows FSS staff to coordinate with these agencies for the provision of services. The following is a list of services currently available to eligible FSS participants. We continue to include resources from many places throughout the community, which means that resources and services are in a constant state of change. This list is not intended to be exhaustive but only an overview.

- **Case Management:** Families participating in the FSS program will be in regular contact with a FSS Rent Subsidy Technician to develop and carry out the Individual Training and Services Plan. The FSS Rent Subsidy Technician will provide ongoing supervision of the participant's progress and act as an advocate to empower families toward self-sufficiency. In addition, the FSS Rent Subsidy Technician will facilitate and monitor other agency involvement and track participant progress through regular phone calls and quarterly face-to-face reviews, which may include home visits.
- **Housing:** The FSS Rent Subsidy Technician may act as a liaison between program participants and their THHA rent subsidy specialist to ensure updates are processed in a timely manner, bring any discrepancies to resolution in a positive fashion, and find possible solutions to problems as they occur.
- **Escrow:** Deposits may be made into an escrow account on behalf of an FSS family. Amounts deposited will be calculated in accordance with Federal regulations for the FSS program (see section on FSS Escrow Account).
- **Homeownership Assistance:** Families desiring to purchase their first home will be referred to our partners and will receive first-time home buyer education, counseling and closing cost assistance. THHA is also working to expand its resources to increase opportunities and improve training programs to help ensure the success of its participants.

- The local office of the **Department of Human Services (MCDHS)** currently assists THHA's FSS participants with applications for Temporary Assistance for Needy Families (TANF), Medicaid, food stamps and childcare assistance, and other emergencies. They also offer workshops on employment, parenting, stress management, and self-esteem.
- The **Vocational and Educational Services for Individuals with Disabilities (ACCES VR)** provides vocational testing, career counseling and additional financial assistance for educational programs to persons with disabilities. This includes funds for tuition, books, supplies, transportation, and emergency expenses. ACCES VR also provides psychological counseling, drug and alcohol rehabilitation, and special programs for the disabled.
- Many educational programs in the Suffolk County area, including the **Community Colleges, and Universities**, assist THHA tenants and residents.

Each educational program assists FSS participants with applications for admission, applying for financial aid, deciding on a course of study, and other aspects of higher education. Many educational institutions have single parent programs or women's centers. These provide one-on-one assistance and groups for the new students where problems can be discussed and self-esteem developed.

- **Credit Counseling** provides financial education to families. They help with budgeting, credit reports, understanding the home buying process, and debt management.
- **Neighborhood Credit Union** gives low-income families the opportunity to obtain low interest business loans.
- The **community agencies** provide employment appropriate clothing to those who re-entering the workforce.
- **Head Start programs** are readily accessible to most FSS residents.
- The **HEAP Program** assists with payment of gas and electric bills.
- **Women, Infants, and Children (WIC)** provides vouchers for infant formula and food for low-income pregnant women and children up to five years of age. All eligible FSS tenants are referred.
- **Mental Health Association** provides individual and group counseling for adults and their children. They also provide medication management and many other supportive services.
- **Community Substance Abuse Services** provides assessment, intake, service referrals and counseling for those with addiction problems.
- **Habitat for Humanity** provides decent affordable homeownership for families in our community.

1. **Food Resources** provides food and supplies for those in need.
2. **Centers for Independent Living** assisting individuals with diverse disabilities, in fulfilling their goals of owning their own home.
3. **Youth Centers** assists youth with counseling, shelter, and education.

METHOD FOR IDENTIFICATION OF FAMILY SUPPORT NEEDS

Families selected for participation in the FSS program work closely with the FSS Rent Subsidy Technician to identify family needs in a holistic manner and to develop an Individual Training and Services Plan. This plan will address the needs identified in the initial assessment process and outline the services to be accessed (NOTE: this will be a living/working plan that can be adjusted according to changes in circumstances for each family). The identified program participant household is required to complete and sign the Contract of Participation (COP), the Individual Training and Services Plan (ITSP), and any related documentation.

A one-page goal prioritizing worksheet to help active program participants get started in the goal/need identification process. The FSS staff works with each person in the family who wishes to develop an ITSP in a face-to-face interview process in which the goal prioritizing worksheet is used as a springboard to begin the goal planning process. This worksheet addresses common issues faced by participants of self-sufficiency programs including, but not limited to: employment, job search and readiness, abuse issues, budget issues, child care issues, clothing needs, credit needs, drug and alcohol issues, educational issues, health/mental health issues, housing issues, medical coverage issues, parenting skills, support network needs, training needs, and transportation issues. (NOTE: The goal prioritizing worksheet is not meant to be an all-encompassing needs identification document. It is meant to help clients start thinking about the issues of real concern in their lives and the areas in which they can realistically hope to achieve some improvement.)

In conjunction with the ITSP, identified goals are then broken down into realistic action steps. Goal progress is tracked with each participant through contact by letters, phone, email, and face-to-face interviews. Even though the identified program participant is the only person required to have a Contract of Participation, other family members are welcome to work with the FSS Human Services Specialist to develop an ITSP.

CONTRACT COMPLETION

In order to successfully complete the FSS Contract of Participation participants must meet the following criteria:

4. The identified program participant must seek and obtain suitable employment. (as defined below)
5. All members of the household have been independent of welfare for at least twelve (12) consecutive months at contract completion. Welfare is defined as income assistance from Federal or state welfare programs, and includes only cash maintenance payments designed to meet a family's ongoing basic needs. It does *not* include food stamps, Social Security payments, Medicaid, or similar benefits.³
6. All activities listed on the Individual Training and Service Plan must be completed within the designated timeframes.
7. The household is in full compliance with the lease, including no monies owed for unpaid rent or damages to THHA or the Housing Choice Voucherlandlord.

Full-time employment is defined as:

8. For hourly or salaried employees – at least 30 hours per week
9. For self-employment – net earnings (after business expense deductions) of at least 30 hours per week at the federal minimum wage.
10. Accommodations for disabled individuals – Requests for accommodation must be submitted in writing and supported by a written statement from the individual's medical provider at least 120 days prior to program completion. The statement will include a recommendation from the medical provider as to a specific number of hours that the individual is able to work due to disability. Requests will be considered on a case-by-case basis.

Suitable employment is defined as follows:

³ **Impact of Non-Parental Child-Only Grants on FSS Households.** (Notice PIH 2007-20 (HA)

The Department has determined that child-only or non-needy TANF grants made to or on behalf of a dependent child solely on the basis of the child's need and not on the need of the child's current non-parental caretaker do not qualify as welfare assistance under the FSS regulations because such grants are not designed to meet the "family's ongoing basic needs."

11. Employment with an established, legitimate business (the participant is receiving a regular paycheck from which taxes and other required deductions are withheld) – or –
12. Self-employment which is verifiable through signed Federal income tax returns (with Schedule C).
13. Contracted or commission employment will be considered if it meets the hourly/income requirement, is verifiable, and is being declared for tax purposes.
14. Informal employment which does not meet the criteria listed above will not be considered (employment where income is not declared for tax purposes).
15. Employment must be considered a lawful activity.

Contract Extensions:

The initial contract term is five years. The contract may be extended for up to two additional years if the family is unable to achieve self-sufficiency or reach identified (goal/goals) in this time due to circumstances that are beyond their control such as:

16. Serious illness in the immediate family;
17. Involuntary loss of employment;
18. Serious injury that interferes with employment opportunities; and/or
19. Other circumstances that are beyond the control of the family and that are deemed as good cause by THHA.

Extensions will not be granted for loss of employment due to lack of performance on the part of the FSS participant.

All requests for extension must be submitted in writing prior to expiration of the Contract of Participation. The request letter should include the following components:

1. An explanation of why the goal(s) were not completed;
2. What goal(s) still need to be completed; and
3. The time frame in which the goals will be completed.
4. For medical reasons; a letter from the physician stating when the participant can return to work.

Participants will be notified in writing of THHA's decision within ten (10) business days of receipt of the extension request and may request an informal hearing if they disagree with the decision (see Hearing Procedures below).

During the extension period, the family will continue to be eligible to receive deposits into the FSS Escrow Account. The FSS identified program participant will be required to continue abiding by the Contract of Participation, Program Completion Agreement, and Individual Training and Services Plan, as well as keep in regular contact with a FSS Human Services Specialist during the extension.

TERMINATION FROM FSS

Voluntary Termination:

Participants may also be terminated from the FSS program under the following circumstances:

1. The family withdraws from the program.
2. Families cannot be required to participate in the FSS program as a condition of receipt of assistance under the HCV program.

Involuntary Termination:

Participants may be denied or involuntarily terminated from FSS under the following circumstances:

- A. If the participant fails to meet their obligations under the Contract of Participation, the Individual Training and Services Plan, the Program Completion Agreement and related documentation. Non-compliance includes:
 - a. Failure to maintain contact (90 days);
 - b. Failure to attend annual face-to-face reviews;
 - c. Failure to work on activities and/or goals set forth in the Individual Training and Services Plan;
 - d. Failure to complete activities and/or goals within the specified time frames; and/or
 - e. Failure to participate in job related activities (i.e. employment, education, training, workshops, completing applications, etc.).
- B. If the participant owes money to the THHA or any other PHA in connection with the Housing Choice Voucher program or the Public Housing Program;
- C. If the participant breached an agreement to pay back amounts owed to THHA for payments made on behalf of the family to an owner in the Housing Choice Voucher Program;
- D. If the participant has committed fraud in connection with any Federal housing assistance program;
- E. If the participant failed to meet any obligations under the lease;
- F. Expiration of the contract term or any extension of the contract without completing the criteria for program completion as outlined under the section Contract Completion;
- G. If the client's housing assistance (either Public Housing or Housing Choice Voucher) is terminated;
- H. By operation of law; and/or
- I. By such other act as is deemed inconsistent with the FSS program.
- J. If family withdraws from FSS program
- K. Under report income or assets by the reporting period.

Participants who fail to meet their obligations under any of the above circumstances will be given the opportunity to attend a meeting with the FSS Rent Subsidy Technician or assigned THHA representative to resolve the problem. At this meeting, a review of the Contract of Participation, Individual Training and Services Plan, Program Completion Agreement, and all related documentation will be conducted and amendments may be made as necessary (within HUD guidelines) to allow for changes in circumstances. Failure to contact

the FSS Rent Subsidy Technician to schedule this meeting within ten (10) days of THHA's written request for a meeting or failure by the FSS identified program participant to attend this meeting without some type of correspondence to clarify the issue(s) that lead to non-attendance, may lead to termination from the program. (see Hearing Procedure)

Participants who remain out of compliance after this meeting will be subject to termination from the FSS program. Notification to the family will be made by letter stating:

1. The specific facts and reasons for termination;
2. A statement informing the family of their right to request an informal hearing and the date by which this request must be received (see Hearing Procedures below).

Failure to request a hearing in writing by the deadline will result in closure of the family's FSS file and all rights to a hearing will be waived. All escrow money held on the family's behalf will be forfeited in accordance with HUD regulations. Housing assistance will not be terminated based on non-compliance with the FSS program.

Hearing Procedures:

All requests for informal hearings must be in writing and received by THHA within ten (10) business days of the date of decision. If a hearing is requested by the FSS family, notification to the family regarding the date, time, and location of the informal hearing will be made by certified mail, return receipt requested, within ten (10) business days from the date the request was received by THHA.

Persons included in the informal hearing shall include, but not be limited to:

20. The FSS identified program participant;
21. THHA staff members, other than FSS program staff, serving as the Hearing Committee.
22. Any other pertinent service provider.

The family may request to reschedule a hearing for good cause, or if it is needed as a reasonable accommodation for a person with disabilities. Good cause is defined as an unavoidable conflict which seriously affects the health, safety, or welfare of the family. Requests to reschedule a hearing must be made orally or in writing prior to the hearing date. At its discretion, THHA may request documentation of the "good cause" prior to rescheduling the hearing.

If the family does not appear at the scheduled time, and was unable to reschedule the hearing in advance due to the nature of the conflict, the family must contact THHA within 24 hours of the scheduled hearing date, excluding weekends and holidays. THHA will reschedule the hearing only if the family can show good cause for the failure to appear, or if it is needed as a reasonable accommodation for a person with disabilities.

The Hearing Committee will issue a written decision to the family within ten (10) business days after the hearing. The decision made by the Hearing Committee will be final. THHA reserves the right to overturn the Hearing Committee's decision only in the event that the decision is contrary to policy.

FSS ESCROW ACCOUNT

Escrow Account Deposits:

Escrow deposits are calculated on increases in earned income as they impact the family's Total Tenant Payment (TTP) at the time the Contract of Participation was executed. Escrow credit calculations will be made whenever THHA conducts an interim or annual re-examination during the Contract of Participation. T H H A will credit escrow accounts monthly and calculate interest annually, THHA will provide FSS families with an escrow statement reflecting beginning and ending balances, deposits, withdrawals, and interest accrued.

Interim Withdrawal Procedure:

Participants in good standing with the FSS program and with THHA may be allowed to request money from their escrow accounts prior to the completion of their contract provided the early withdrawal of funds be used for obtaining interim goals outlined in the ITSP. Withdrawals can only be made once during a six (6) month period. All FSS families with an escrow balance are eligible to request a withdrawal.

The identified program participant must submit a budget in addition to a written request for an interim withdrawal. The request must include:

1. The amount of money requested;
2. The amount of money the family will be investing (if applicable);
3. How the funds will be used;
4. How this will facilitate their movement toward self-sufficiency;
5. An assessment of their progress on their self-sufficiency goals;
6. Alternative funding sources they have tried; and
7. Documentation of expenses.

8. Written estimates/documentation to support withdrawal request.

The FSS Rent Subsidy Technician will discuss the appropriateness of the request with the Executive Director. The FSS program reserves the right to request that the family attend a meeting for clarification of the withdrawal request before a determination is made and/or require additional documentation prior to making a decision.

The decision to release escrow will be made by Executive Director and the decision will be binding. If the withdrawal request is denied, the FSS family will be given a written response outlining the decision.

Final Disbursement of Escrow:

Final disbursement of the FSS Escrow Account will be made to the FSS identified program participant when a written request is submitted and:

1. The family has met the obligations as defined in the Contract of Participation or
2. 30 percent of the family's monthly adjusted income equals or exceeds the existing Fair Market Rent for the unit size for which the family qualifies, provided no member of the household is receiving welfare (as defined by FSS) at that time.
3. Verification is made that the family is not receiving welfare.
4. Verification (paystubs) is made that the identified program participant is currently employed and meets the THHA's definition of suitable employment.

Forfeiting of the Escrow Account:

Funds in the FSS Escrow Account will be forfeited if:

1. The Contract of Participation, including any extension, expires and the responsibilities are unfulfilled;
2. The FSS family loses their housing assistance;
3. The FSS family is deemed to be out of compliance with the FSS program and is terminated; and/or
4. The FSS family voluntarily terminates their enrollment in the FSS program.

CHANGE IN IDENTIFIED PROGRAM PARTICIPANT

The FSS identified program participant is the identified program participant designated on the family's housing assistance for purposes of rent determination.

The informed program participant is responsible for the requirements under the Contract of Participation, Individual Training and Service Plan, Program Completion Agreement, and other related documentation.

If a family wishes to transfer identified program participant status, it can only be made with the permission of the Executive Director and only transferred to an adult member of the household who is listed on the family's lease/rental agreement.

This person must also elect to assume all of the responsibilities, conditions, and terms as the FSS head of household listed in the Contract of Participation, Program Completion Agreement, and other related documentation.

A written request must be submitted to the FSS program and will be attached to the Contract of Participation as an amendment. The request must contain the following:

23. Name of new designated identified program participant;
24. Effective date of change;
25. Signature of new identified program participant;
26. Signature of the FSS Human Services Specialist; and
27. The date signed

The new identified program participant will be required to add any revisions to the Individual Training and Services Plan and include as an attachment. The contract expiration date and baseline income and TTP figures will remain unchanged.

PROGRAM SIZE

THHA's FSS program goal is 40 participants.

ASSURANCE OF NON-INTERFERENCE

THHA's FSS program is a voluntary program operating under current HUD guidelines and, as a voluntary program, families who elect not to participate will not be negatively affected in regards to admission or ongoing occupancy in subsidized housing programs offered by THHA (i.e. the Housing Choice Voucher Program, Public Housing programs, etc.)

TIME TABLE FOR PROGRAM IMPLEMENTATION

Program implementation has already occurred and outreach selection, and enrollment activities are ongoing. FSS slots are in the process of being filled and will continue to be filled as vacancies occur and as additional slots are created.

The services identified in this Action Plan are in place and are being accessed by FSS program participants. Agency processes for the continued implementation of the FSS program have been revised according to HUD requirements and information contained in this Action Plan.

CERTIFICATION OF COORDINATION

THHA certifies that the development of services and activities under the FSS program have been coordinated with the Workforce Investment Act, and any other relevant employment, child care, transportation, training, and education programs in order to avoid duplication of services.

REQUESTS FOR REASONABLE ACCOMODATIONS

THHA and FSS program staff will make reasonable accommodations to persons with disabilities in order to ensure they are able to take full advantage of the services provided under the FSS program. Requests for reasonable accommodations must be submitted in writing to FSS Program Staff, 1-A Lowndes Avenue, Huntington Station, NY 11746. For more information, call (631) 427-6220.

OPTIONAL ADDITIONAL INFORMATION

THHA's FSS program reserves the right to make addendums to this Action Plan as situations, regulations, and funding sources change, but such changes will be made in compliance with HUD regulations.

HUNTINGTON *Housing Authority*

SUPPORTIVE SIGNATURES

Family Self-Sufficiency Member

THHA FSS Rent Subsidy Technician

Executive Director

Dated this _____ of _____ 2022

