

Revision Instructions – 3/1/21 Revision to Model Administrative Plan		
Remove Pages	Insert Pages	Changes Made in Admin Plan
Revision Page	Revision Page	Added new revision date
Title Page	Title Page	Updated copyright date for title page for approval by HA Board of Commissioners and submission to HUD
TOC-1 thru TOC-36 (Entire TOC)	TOC-1 thru TOC-38	Updated TOC
2-1 thru 2-6	2-1 thru 2-6	Corrected formatting in first paragraph on p. 2-1 In 3rd bullet, added a 2nd Executive Order number on p. 2-3 Added reference in 4th paragraph on p. 2-4 Corrected formatting in 2nd paragraph under PHA Policy on p. 2-5
2-11/12	2-11/12	Corrected formatting in 1st and last paragraph, and added new 2nd paragraph under PHA Policy on p. 2-11
2-15/16	2-15/16	Added text under 2-III.B. PHA Policy on p. 2-16
3-1/2	3-1/2	Added new last dash text under 1st bullet on p. 3-1
3-9/10	3-9/10	Added new 1st paragraph under Family Members Permanently Confined for Medical Reasons PHA Policy on p. 3-9
3-15 thru 3-22	3-15 thru 3-22	Repaginated pp. 3-15 through 3-22 Added text to 3.II.D. first paragraph on p. 3-15 Added new 3-II.F. EIV SYSTEM SEARCHES section, which includes new Existing Tenant Search PHA Policy , Debts Owned to PHAs and Terminations PHA Policy , and Income and IVT Reports subsections on pp. 3-21 and 3-22
5-1 thru 5-18	5-1 thru 5-20	Repaginated pp. 5-2 through end of chapter Revised 5-I.B. BRIEFING , as follows: Added new Notification of Briefing subsection with new PHA Policy, and added new In-Person Briefings subsection with changed text in the PHA Policy below this on p. 5-2 Changed “ Notification and Attendance ” to a new “ Attendance ” sub-subsection with a revised PHA Policy, and added new Remote Briefings subsection with new PHA Policy, and added new Accessibility Requirements for Persons with Disabilities and LEP Individuals subsection on p. 5-3 Added new Conducting Remote Briefings subsection with new PHA Policy on p. 5-4 Corrected formatting in “ Time Frames.... ” subheading on p. 5-8
6-11/12	6-11/12	Corrected typo in first paragraph of PHA Policy on p. 6-11
6-51/52	6-51/52	Added “ (Voucher Size) ” to “ Changes in Family Unit Size ” sub-subheading on p. 6-51
7-11/12	7-11/12	Corrected formatting in first paragraph on p. 7-12

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8-9 thru 8-24	8-9 thru 8-24	<p>Added reference in 2nd paragraph on p. 8-10</p> <p>Corrected formatting in last paragraph on p. 8-11</p> <p>Added new Remote Video Inspections (RVIs) subsection with new PHA Policy, and corrected formatting in Notice and Scheduling PHA Policy paragraph on p. 8-12</p> <p>Repaginated pp. 8-12 through 8-14</p> <p>Corrected formatting in 2nd paragraph under 1st PHA Policy on p. 8-13</p> <p>Spelled out “five” in first paragraph under PHA Policy on p. 8-14</p> <p>Under 8-II.C, changed 1st paragraph text under 1st PHA Policy on p. 8-15</p> <p>Added reference in 8.II.E. heading, revised text in 2nd paragraph under this heading; and under the PHA Policy, deleted text in 1st paragraph, spelled out “five” and corrected formatting in 2nd paragraph p. 8-16</p> <p>Spelled out “five” in 2nd paragraph under 1st PHA Policy on p. 8-18</p> <p>Corrected formatting in last subheading on p. 8-20</p> <p>Corrected formatting in first subheading, and updated PIH Notice info in last two paragraphs on p. 8-21</p> <p>Spelled out “five” in last paragraph on p. 8-23</p>
10-13/14	10-13/14	Corrected a word in 2nd paragraph on p. 10-13
16-7/8	16-7/8	Corrected “RTA” in PHA first paragraph on p.16-7

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16-11 thru 16-76	16-11 thru 16-78	<p>Added text to Scheduling an Informal Review PHA Policy on p. 16-12</p> <p>Added reference to Remote Informal Reviews heading, and changed the paragraph under this heading and added new Ensuring Accessibility for Persons with Disabilities and LEP Individuals subsection on p. 16-13</p> <p>Repaginated pp. 16-13 through end of chapter</p> <p>Added text under Conducting Remote Informal Reviews and changed text in the PHA Policy below this subheading on p. 16-14</p> <p>Changed text in 1st PHA Policy, added PIH Notice reference to Remote Informal Hearings heading and changed paragraph below this heading on p. p. 16-17</p> <p>Added new Ensuring Accessibility for Persons with Disabilities and LEP Individuals subsection on p. 16-18</p> <p>Changed Conducting Informal Hearings Remotely paragraph text and PHA Policy on p. 16-19</p> <p>Under Informal Hearing Procedures, deleted last paragraph text under PHA Policy on p. 16-20</p> <p>Under Scheduling an Informal Hearing, added new text under PHA Policy on p. 16-21</p> <p>Changed text under 1st paragraph in 1st PHA Policy, and added text to 2nd paragraph in 2nd PHA Policy on p. 16-22</p> <p>Under <i>Evidence</i>, PHA Policy, changed “<i>Hearsay Evidence</i>” definition and added text to paragraph under this definition on p. 16-24</p>
17-1 thru 17-4	17-1 thru 17-4	<p>Corrected formatting in <u>Part VII: Occupancy</u> paragraph on p. 17-1</p> <p>Changed text under 1st PHA Policy and 2nd PHA Policy on p. 17-4</p>
17-7 thru 17-10	17-7 thru 17-10	<p>Added and changed text in PHA Policy under <u>PHA Request for Proposals for Rehabilitated and Newly Constructed Units</u> and <u>PHA Requests for Proposals for Existing Housing Units</u> and <u>PHA Selection of Proposals Subject to a Previous Competition under a Federal, State, or Local Housing Assistance Program</u> on pp. 17-8 through 17-10</p>
17-13/14	17-13/14	Corrected typo in 4th paragraph on p. 17-14
17-17/18	17-17/18	Added “Choice Neighborhood” to 1st indented paragraph under PHA Policy on p. 17-17
17-21/22	17-21/22	Corrected formatting and added new CFR reference to paragraph under Lead-based Paint on p. 17-21
17-27/28	17-27/28	Deleted Equal Opportunity subsection on p. 17-27
17-33/34	17-33/34	Changed PHA Policy text on p. 17-33
17-65/66	17-65/66	Changed chapter number in Preference Verification paragraph on p. 17-66

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18-19/20	18-19/20	Added new CFR reference to paragraph under Lead-based Paint on p. 18-19
18-29/30	18-29/30	Deleted what had been the 2nd to last paragraph under the PHA Policy on p. 18-29
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