

Revision Instructions 9/1/22 Revision to Model ACOP

Remove Pages	Insert Pages	Changes Made in ACOP
Title Page	Revision Page	Added new revision date
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TOC-1 thru TOC-16 (Entire TOC)	TOC-1 thru TOC-16	Updated TOC
Intro-i thru Intro-vi (Entire Intro)	Intro-i thru Intro-vi	Updated Working with the Computer Files paragraph on p. Intro-i Added new Public Housing Occupancy Guidebook section on p. Intro iii Repaginated pp. Intro-iii through Intro-v Updated Abbreviations table on p. Intro-iv
1-3/4	1-3/4	Changed text in PHA Policy on p. 1-3
2-7/8	2-7/8	Added new last paragraph to PHA Policy on p. 2-7
3-1 thru 3-4	3-1 thru 3-4	Corrected formatting in last bullet on p. 3-1 Corrected formatting in 1st paragraph under Family on p. 3-3
3-15 thru 3-20	3-15 thru 3-20	Corrected typo in 3rd paragraph of PHA Policy on p. 3-16 Corrected formatting in 2nd to last paragraph on p. 3-17 Updated heading to spell out “ Income Validation Tool (IVT) ” on p. 3-20
3-23 thru 3-38	3-23 thru 3-38	Deleted text from last PHA Policy paragraph on p. 3-23 Under PHA Policy, corrected formatting in 1st paragraph, and updated formatting and deleted text under 7th paragraph on p. 3-24 Corrected formatting and added text under PHA Policy on pp. 3-25 and 3-26 Repaginated pp. 3-25 through 3-36 Changed gender text in 2nd indented paragraph under PHA Policy on p. 3-30 Deleted text from 5th indented paragraph under PHA Policy on p. 3-33 Changed gender text in last paragraph of 1st PHA Policy on p. 3-36, and in last paragraph on p. 3-37
4-3 thru 4-6	4-3 thru 4-6	Added text to 4th, 5th, and 6th paragraphs under PHA Policy on p. 4-3 Corrected formatting in 1st PHA Policy on p. 4-5
4-9 thru 4-20	4-9 thru 4-20	Changed and added text to PHA Policy under Reopening the Waiting List on p. 4-9 Corrected formatting in 2nd paragraph on p. 4-10 Added text to PHA Policy on pp. 4-12 and 4-13 Changed text throughout PHA Policy on pp. 4-16 and 4-17 Added text to PHA Policy under Order of Selection on p. 4-20

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6-11 thru 6-14	6-11 thru 6-14	Updated chapter reference at the end of last paragraph in PHA Policy on p. 6-11 Changed gender text in 1st paragraph on p. 6-14
6-19 thru 6-22	6-19 thru 6-22	Changed text in PHA Policy on p. 6-19 Changed gender text in 1st paragraph in PHA Policy on p. 6-20 Changed text in 1st paragraph 1st PHA Policy, and changed formatting in 2nd PHA Policy on p. 6-22
6-25/26	6-25/26	Deleted what had been the 2nd paragraph in PHA Policy, changed gender text in Treatment of Overpayment... paragraph, and added new Applying SSA COLA to Current Annual and Interim Reexaminations subsection on p. 6-26
6-35 thru 6-38	6-35 thru 6-38	Changed gender text in boxed (4) paragraph on p. 6-35 Moved a text line to balance the “Summary of Allowable medical Expenses...” chart on p. 6-37
6-41 thru 6-46	6-41 thru 6-46	Changed gender text in 1st paragraph on p. 6-42, in 1st PHA Policy on p. 4-43, and 1st paragraph on p. 6-44 Changed gender text in Necessary and Reasonable Costs paragraph, and changed text in last paragraph in PHA Policy under this subheading on p. 6-45
6-51 thru 6-60	6-51 thru 6-60	Raised minimum rent dollar amounts to \$50 under the Example on p. 6-52 Changed 2nd subheading name to Reasonable Accommodation and Individual Relief and updated the information below this heading on p. 6-55 Repaginated pp 6-55 to 6-60 Added new PHA Policy on p. 6-56 Under Utility Allowance Revisions , updated information in paragraphs, and in PHA Policy on p. 6-57 Deleted Phasing In Flat Rents subsection that had been on p. 6-59 (This can be viewed on p. 6-62 in our “..._with changes” file)
7-1 thru 7-6	7-1 thru 7-6	Changed text in last two paragraphs in PHA Policy on p. 7-2 Added text to 2nd to last paragraph in PHA Policy on p. 7-4 Added text to last paragraph in PHA Policy on p. 7-6

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7-9 thru 7-22	7-9 thru 7-22	<p>Deleted text in 3rd paragraph in PHA Policy on p. 7-9</p> <p>Changed text in chart and 2nd to last paragraph and changed gender text in last paragraph under PHA Policy on p. 7-11</p> <p>Changed wording from “will” to “will not” in 3rd PHA Policy on p. 7-13</p> <p>Added text in 1st PHA Policy and changed gender text in last PHA Policy on p. 7-15</p> <p>Corrected text in last sentence of PHA Policy on p. 7-16</p> <p>Changed gender text in paragraph under 7-II.H. paragraph on p. 7-18</p> <p>Under Social Security/SSU Benefits, deleted the PHA Policy and replaced it with new paragraph text on p. 7-20</p> <p>Added a dollar sign in front of “5,000” in Example 2 in the boxed section of the 7-III.E. PHA Policy and updated formatting of 7-III.F. PHA Policy on p. 7-22</p>
7-31/32	7-31/32	<p>Changed gender text under <i>Furthering Education</i> paragraph in PHA Policy on p. 7-31</p>
8-1/2	8-1/2	<p>Added new 11th indented paragraph to PHA Policy on p. 8-2</p>
8-7/8	8-7/8	<p>Added references to Late Fees and Nonpayment heading, and changed text about “Notice to Vacate” in 1st paragraph under PHA Policy on p. 8-8</p>
8-13 thru 8-18	8-13 thru 8-18	<p>Changed gender text in 1st paragraph under Move-Out Inspections on p. 8-13</p> <p>Added new last paragraph under <i>Non-emergency Entries</i> PHA Policy, and changed gender text in 1st paragraph under Attendance at Inspections PHA Policy on p. 8-15</p> <p>Under PHA Policy, changed formatting in 2nd paragraph and added new last paragraph on p.8-16</p> <p>Added new last paragraph to Non-emergency Repairs PHA Policy on p. 8-17</p>
9-1 thru 9-6	9-1 thru 9-6	<p>Corrected formatting in 1st paragraph on p. 9-1</p> <p>Corrected formatting in 1st paragraph on p. 9-3</p> <p>Corrected formatting in 1st paragraph and added chapter reference in 1st paragraph in 2nd PHA Policy on p. 9-5</p> <p>Added text in 2nd paragraph of PHA Policy on p. 9-6</p>
9-9/10	9-9/10	<p>Corrected formatting in 2nd paragraph on p. 9-9</p>
9-13 thru 9-16	9-13 thru 9-16	<p>Corrected formatting in 1st and 2nd paragraphs on p. 9-14</p> <p>Corrected formatting in 2nd paragraph of Required Reporting PHA Policy on p. 9-16</p>

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10-5 thru 10-14	10-5 thru 10-14	<p>Changed gender text in the following:</p> <ul style="list-style-type: none"> 1st bullet and under General Considerations 1st paragraph on p. 10-5, 1st paragraph in 10-I.C. PHA Policy on p. 10-6, 2nd and 3rd paragraphs in Pet Agreement PHA Policy on p. 10-8 <p>Under the 10-II.C. bullet text, added a new paragraph and deleted a paragraph regarding cat declawing on p. 10-9</p> <p>Changed gender text in 1st and 2nd paragraphs under Pet Care PHA Policy on p. 10-12</p> <p>Added new Inspections and Repairs subsection with new PHA Policy and changed gender text in 2nd indented paragraph under Pet Rule Violations PHA Policy on p. 10-13</p>
11-7 thru 11-10	11-7 thru 11-10	<p>Changed gender text in 1st paragraph on p. 11-8</p> <p>Under PHA Policy, changed formatting in 1st and 3rd indented paragraphs, and changed gender text in paragraph under <i>Determination of Initial Compliance</i> on p. 11-9</p>
11-13/14	11-13/14	<p>Changed formatting in 2nd paragraph under PHA Policy on p. 11-14</p>
11-19 thru 11-22	11-19 thru 11-22	<p>Under Exempt Adult, changed gender text in 2nd paragraph and corrected formatting in 5th paragraph on p. 11-20</p> <p>Changed gender text in 3rd bullet under number 3, and in both bullets under number 4 on p. 11-22</p>
11-27/28	11-27/28	<p>Changed gender text in 2nd check box paragraph on p. 11-27</p>
12-3 thru 12-10	12-3 thru 12-10	<p>Added new 1st paragraph and added text to 2nd paragraph under 12-I.C. PHA Policy, and changed formatting in 1st paragraph under 12.-I.D. PHA Policy, on p. 12-3</p> <p>Corrected formatting for “<i>Over-housed:</i>” in 2nd indented paragraph in PHA policy on p. 12-6</p> <p>Added text to heading on p. 12-7</p> <p>Corrected formatting in 1st paragraph and 3rd indented paragraph in PHA Policy on p. 12-9</p>
13-9/10	13-9/10	<p>Corrected formatting in <i>Other person under the tenant’s control</i> paragraph on p. 13-10</p>
13-17 thru 13-20	13-17/thru 13-20	<p>Added new 3rd paragraph and changed text in 4th paragraph in PHA Policy on p. 13-18</p> <p>Repaginated pp. 13-18 and 13-19</p>
13-25/26	13-25/26	<p>Changed gender text in last paragraph of 1st PHA Policy on p. 13-26</p>

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13-31 thru 13-34	13-31 thru 13-34	Added reference into 13-IV.D. heading and added new 3rd from last paragraph on p. 13-31 Repaginated pp. 13-32 through end of chapter Added references to Timing of the Notice heading, added new 1st bullet, added text to 2nd bullet, and changed 1st PHA Policy paragraph under this heading, and added a 2nd PHA Policy at end of this subsection on p. 13-32
14-3 thru 14-6	14-3 thru 14-6	Changed gender text in 3rd to last paragraph on p. 14-4, and in 3rd to last paragraph in PHA Policy on p. 14-6
14-19 thru 14-22	14-19 thru 14-22	Changed gender text in 2nd paragraph on p. 14-19, and in 1st paragraph on p. 14-22
14-25/26	14-25/26	Changed gender text in 1st paragraph on p. 14-25, and in continuation of PHA Policy, Summary of the Evidence paragraph on p. 14-26
14-33/34	14-33/34	Changed gender text in IX. paragraphs on p. 14-33
15-3/4	15-3/4	Corrected formatting in continuation of PHA Policy's last paragraph before 15-I.B. on p. 15-4
16-1 thru 16-12	16-1 thru 16-12	Corrected formatting in Part III paragraph on p. 16-1 Added and changed text in paragraphs under Utility Allowance Revisions on p. 16-4 Added text to 16-I.E. heading and changed and added paragraph text below this heading on p. 16-6 Added new Applying Flat Rents subsection with new PHA Policy on p. 16-8 Added new 1st paragraph under 16-III.A. and under PHA Policy, deleted last paragraph and indented paragraph list on p. 16-9 Under Family Depts to the PHA , moved what had been the 2nd PHA Policy paragraph to now be under a new Refusal to Enter into An Agreement subheading and deleted text in that paragraph, added a new PHA Policy with text that was deleted from p. 16-9, now under this new subheading, and also added a new Repayment Agreement [24 CFR 792.103] subsection with new paragraph on p. 16-10 Repaginated pp. 16-10 through 16-12 Updated PIH notice number is 1st paragraph under Payment Thresholds , and added new paragraph under Execution of the Agreement on p. 16-11 Updated 1st paragraph under newly revised subheading name of Repayment Agreement Terms on p. 16-12
16-17/18	16-17/18	Added new 1st paragraph under 16-V.B. and added new 2nd paragraph to PHA Policy on p. 16-17 Repaginated pp. 16-17 and 16-18

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16-23/24	16-23/24	Changed gender text in paragraph under the term <i>stalking</i> on p. 16-24
16-31/32	16-31/32	Changed gender text in 3rd bullet paragraph on p. 16-31
GL-1 thru GL-4	GL-1 thru GL-4	Added “IVT” acronym on p. GL-2 Changed gender text in <i>Child care expenses</i> on p. GL-4
GL-7 thru GL-12	GL-7 thru GL-14	Updated <i>Family self-sufficiency program</i> term on p. GL-7 Added <i>Income Validation Tool (IVT)</i> term on p. GL-8 Repaginated pp. GL-8 through end of Glossary chapter Updated <i>Welfare assistance</i> term on p. GL-13