

# Community Service Requirement

Non-working residents who are not elderly, disabled or handicapped are required to perform eight hours of community service each month. Residents may also participate in a BHA sanctioned program such as ROSS or FSS to meet this requirement. A combination of community service and self-sufficiency in the amount of eight hours each month will be accepted.

All family members 18 years of age and older will be notified of the service requirements prior to admission and again at each annual reexamination. The Compliance Department will make available to all non-exempt families information clarifying what the qualifying activities are, forms for tracking and verification of participation and the process for reporting any changes to exempt or non-exempt status of family members.

The Compliance Department will review family compliance annually, no less than 30 days before the end of the twelve-month lease term. It will be the responsibility of the participating tenant to turn in completed participation forms at that time. The Compliance Department will retain all documentation of service requirement performance or exemption in residents' file.

If The Compliance Department determines that there is a family member who is required to fulfill a service requirement, but who has violated this family obligation the Compliance Department will notify the tenant of its determination describing the noncompliance and notice of the non-renewal of the lease, unless a) the head of household and non-compliant resident enters into a written agreement to cure the non-compliance, and follows through with that agreement, or b) the family provides written assurance satisfactory to the BHA that the non-compliant resident no longer lives in the unit. BHA may not substitute community service or self-sufficiency activities performed by residents for work ordinarily performed by BHA employees, or replace a job at any location where residents perform activities to satisfy the service requirements.

## Exempt Individuals

An *exempt individual* is an adult who:

- Is age 62 years or older
- Is blind or disabled (as defined under section 216[i][l] or 1614 of the Social Security Act), and who certifies that because of this disability s/he is unable to comply with the service provisions
- Is a primary caretaker of such an individual
- Is engaged in work activities. The PHA will consider 30 hours per week as the minimum number of hours needed to qualify for a work activity exemption.
- Is able to meet requirements of being exempted under a state program funded under part A of title IV of the Social Security Act, or under any other welfare program of the state

in which the PHA is located, including a state-administered welfare-to-work program. This exemption applies to anyone whose characteristics or family situation meet the welfare agency exemption criteria and can be verified.

- Is a member of a family receiving assistance, benefits, or services under a state program funded under part A of title IV of the Social Security Act, or under any other welfare program of the state in which the PHA is located, including a state-administered welfare-to-work program, and has not been found by the state or other administering entity to be in noncompliance with such program.
- A member of a family receiving and compliant with requirements of the Temporary Assistance for Needy Families (TANF) [45 CFR Part 260]
- A member of a family receiving and compliant with requirements of the Supplemental Nutrition Assistance Program (SNAP) [7 CFR Parts 271-273]