



Reading Housing Authority Agency Plan
Annual Plan for Year Three of the Five-Year Plan
For FY Beginning April 1, 2027

Operating Policy Addendums

Admissions & Continued Occupancy Policy for the Public Housing Program
Administrative Plan for the Housing Choice Voucher Program

Capital Fund Five-Year Action Plan
For FFY 2026 - 2030

Providing the foundation for people to find a home of hope and achieve their aspirations

Reading Housing Authority
400 Hancock Boulevard
Reading, PA 19611



ANNOUNCEMENT & PUBLIC HEARING NOTICE

Reading Housing Authority is now taking public comments and input on drafts of the following plans and policies: 2027-2028 Annual Plan, 2026-2030 Capital Fund Five-Year Action Plan, the Admissions & Continued Occupancy Policy, and the Administrative Plan. Interested parties may make an appointment to view the plans at a Reading Housing Authority administration or program office by calling 610-775-4813. The plans may also be viewed online at www.readingha.org.

The comment period ends at 2:00 p.m. on **Thursday, October 22, 2026**, at which time a PUBLIC HEARING on the plans will be held at the Willis Center for Administration, 400 Hancock Boulevard, Reading, PA 19611.

Comments should be addressed in writing to Stacey J. Keppen, President & CEO, 400 Hancock Blvd., Reading, PA 19611 or by email to info@readingha.org. The agency will consider all comments before final actions are taken on the plans.

The draft plans have been prepared in accordance with regulations of the U. S. Department of Housing and Urban Development (HUD). A Five-Year and Annual Plan are submitted to HUD by Public Housing Agencies. These plans outline the agency's financial conditions, goals and objectives, and important public housing policies. The Capital Fund Action Plan is a formula grant application that is submitted to HUD by Public Housing Agencies to carry out capital work items and management activities, and to fund efforts including improvements to the physical properties. The Admission & Continued Occupancy Policy serves as the operating policy for the Low-Income Public Housing Program, and the Administrative Plan serves as the operating policy for the Housing Choice Voucher Program. Both contain regulatory requirements and operating policies that are permitted to be determined at the local level.

ANUNCIO & NOTIFICACIÓN DE AUDIENCIA PÚBLICA

La Autoridad de Vivienda de Reading está recibiendo comentarios y opiniones del público sobre los preliminares de los siguientes planes y políticas: el Plan Anual 2027-2028, el Plan de Acción de cinco años del Fondo de Capital 2026-2030, la Política de Admisión y Ocupación Continua (ACOP) y el Plan Administrativo. Las personas interesadas pueden programar una cita para revisar estos planes en la oficina administrativa o en cualquiera de las oficinas de programas de la Autoridad de Vivienda de Reading llamando al 610-775-4813. Los planes también pueden verse en línea en www.readingha.org.

*El período para presentar comentarios finalizará el **jueves 22 de octubre de 2026 a las 2 p.m.** En ese momento se llevará a cabo una AUDIENCIA PÚBLICA sobre los planes en el Centro de Administración Willis ubicado en 400 Hancock Boulevard, Reading, PA 19611.*

Los comentarios deberán enviarse por escrito a Stacey J. Keppen, Presidente y Directora Ejecutiva, 400 Hancock Blvd., Reading, PA 19611, o por correo electrónico a info@readingha.org. La agencia considerará todos los comentarios recibidos antes de tomar las decisiones finales sobre los planes.

Los planes preliminares han sido preparados de conformidad con los reglamentos del Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos (HUD). Las Agencias de Vivienda Pública presentan a HUD un Plan de Cinco Años y un Plan Anual. Estos planes describen la situación financiera de la agencia, sus metas y objetivos, así como las políticas clave relacionadas con la vivienda pública. El Plan de Acción del Fondo de Capital es una solicitud de subvención basada en una fórmula establecida que las Agencias de Vivienda Pública presentan a HUD para llevar a cabo proyectos de mejoras de capital, actividades de administración y gestión, y financiar iniciativas que incluyen mejoras en las propiedades físicas. La Política de Admisión y Ocupación Continua sirve como política operativa del Programa de Vivienda Pública para Personas de Bajos Ingresos, mientras que el Plan Administrativo sirve como política operativa del Programa de Vales de Elección de Vivienda (Housing Choice Voucher Program). Ambos documentos contienen requisitos reglamentarios y políticas operativas que pueden determinarse a nivel local.

Providing the foundation for people to find a home of hope and achieve their aspirations

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 9/30/2027
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services. They also inform HUD, families served by the PHA, and members of the public of the PHA's mission, goals, and objectives for serving the needs of low-, very low-, and extremely low- income families.

Applicability. The Form HUD-50075-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form. Note: PHAs with zero public housing units must continue to comply with the PHA Plan requirements until they closeout their Section 9 programs (ACC termination).

Definitions.

- (1) **High-Performer PHA** - A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers (HCVs) and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, SEMAP for PHAs that only administer tenant-based assistance and/or project-based assistance, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or HCVs combined and is not PHAS or SEMAP troubled.

A.	PHA Information.														
A.1	PHA Name: <u>Reading Housing Authority</u> PHA Code: <u>PA009</u> PHA Type: ☒ Standard PHA ☐ Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>04/2027</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>1615</u> Number of Housing Choice Vouchers (HCVs) <u>645</u> Total Combined Units/Vouchers <u>2260</u> PHA Plan Submission Type: ☒ Annual Submission ☐ Revised Annual Submission Public Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA and should make documents available electronically for public inspection upon request. PHAs are strongly encouraged to post complete PHA Plans on their official websites and to provide each resident council with a copy of their PHA Plans. How the public can access this PHA Plan: The Reading Housing Authority (RHA) Annual Plan, Plan elements and all information relevant to the public hearing and proposed PHA plan are available for public inspection at RHA's central administration office, the Willis Center for Administration, 400 Hancock Boulevard, Reading PA 19611. Copies of the PHA plan are available at the Property Management Offices of Glenside & Hensler Homes, Oakbrook Homes and Eisenhower Apartments. A complete draft of the plan is posted to the RHA website at www.readingha.org. ☐ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) <table border="1" data-bbox="253 1633 1446 1730"> <tr> <th data-bbox="253 1633 526 1688" rowspan="2">Participating PHAs</th> <th data-bbox="526 1633 646 1688" rowspan="2">PHA Code</th> <th data-bbox="646 1633 917 1688" rowspan="2">Program(s) in the Consortia</th> <th data-bbox="917 1633 1205 1688" rowspan="2">Program(s) not in the Consortia</th> <th colspan="2" data-bbox="1205 1633 1446 1688">No. of Units in Each Program</th> </tr> <tr> <th data-bbox="1205 1688 1326 1730">PH</th> <th data-bbox="1326 1688 1446 1730">HCV</th> </tr> <tr> <td data-bbox="253 1730 526 1793"> </td> <td data-bbox="526 1730 646 1793"> </td> <td data-bbox="646 1730 917 1793"> </td> <td data-bbox="917 1730 1205 1793"> </td> <td data-bbox="1205 1730 1326 1793"> </td> <td data-bbox="1326 1730 1446 1793"> </td> </tr> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV						
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		PH	HCV												
B.	Plan Elements														
B.1	Revision of Existing PHA Plan Elements. (a) Have the following PHA Plan elements been revised by the PHA?														

	Y N ☐ ☒ Statement of Housing Needs and Strategy for Addressing Housing Needs. ☐ ☒ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. ☐ ☒ Financial Resources. ☐ ☒ Rent Determination. ☐ ☒ Operation and Management. ☐ ☒ Grievance Procedures. ☐ ☒ Homeownership Programs. ☒ ☐ Community Service and Self-Sufficiency Programs. ☐ ☒ Safety and Crime Prevention. ☐ ☒ Pet Policy. ☐ ☒ Asset Management. ☐ ☒ Substantial Deviation. ☐ ☒ Significant Amendment/Modification. (b) If the PHA answered yes for any element, describe the revisions for each revised element(s): Community Service and Self-Sufficiency Programs. In 2026, RHA launched the (AMP20) Oakbrook Homes Center for Community Services, which includes the Patton Avenue Learning Center (a childcare and early education center) and the Neighborhood Resource Center (a multipurpose hub). The primary purpose of this investment was to promote economic self-sufficiency, address food insecurity and enhance opportunities for youth, older adults and persons with disabilities to engage in healthy and productive programming. In 2027, should HUD's proposed rule, Establishing Flexibility for Implementation of Work Requirements and Term Limits, become final, RHA will consider some form of admission and/or continued occupancy shift in response such as a preference for working families, requirements for work or other paths to economic independence for eligible residents, and/or time limits. (c) The PHA must submit its Deconcentration Policy for Field Office review.
B.2	New Activities. (a) Does the PHA intend to undertake any new activities related to the following in the PHA's applicable Fiscal Year? Y N ☐ ☒ Choice Neighborhoods Grants. ☒ ☐ Modernization or Development. ☐ ☒ Demolition and/or Disposition. ☐ ☒ Designated Housing for Elderly and/or Disabled Families. ☐ ☒ Conversion of Public Housing to Tenant-Based Assistance. ☐ ☒ Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD. ☐ ☒ Homeownership Program under Section 32, 9 or 8(Y) ☐ ☒ Occupancy by Over-Income Families. ☐ ☒ Occupancy by Police Officers. ☐ ☒ Non-Smoking Policies. ☒ ☐ Project-Based Vouchers. ☐ ☒ Units with Approved Vacancies for Modernization. ☒ ☐ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants). (b) If any of these activities are planned for the applicable Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan. Modernization or Development. If resources under the Restore-Rebuild program exist, RHA shall expand its public housing stock using available

	Faircloth Authority to add ten additional units to its public housing portfolio. The units are currently owned by RHA external to the LIPH program. Under this program, RHA shall modernize these 3-bedroom units so that they may become equipped with the features needed for households with mobility disabilities. Project-Based Vouchers. If resources exist under the CY2027 Housing Choice Voucher Program Budget Authority and such authority is permissible under the direction of the Department of Housing & Urban Development at the time, RHA shall pursue award of Project-Based Vouchers in order to accomplish goals related to the availability of quality rental housing that is compliant with NSPIRE requirements, economic development within the jurisdiction, service-enriched housing for vulnerable populations and the deconcentrating of poverty. Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants). If resources are made available, RHA shall pursue a Capital Fund Community Facility Grant, an Emergency Safety and Security Grant, or any other grant that advances or addresses the organization's capital needs.
B.3	Progress Report. Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan. See attached - Progress Report
B.4	Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. The RHA Capital Fund Action Plan for Years 2025-2029 was approved in EPIC on 11/14/25.
B.5	Most Recent Fiscal Year Audit. (a) Were there any findings in the most recent FY Audit? Y ☐ N ☐ (b) If yes, please describe:
C.	Other Document and/or Certification Requirements.
C.1	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) have comments to the PHA Plan? Y ☒ N ☐ (b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. See attached - RAB Comments
C.2	Certification by State or Local Officials. Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.

C.3	Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations</i> <i>Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.4	Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public. (a) Did the public challenge any elements of the Plan? Y ☐ N ☐ (b) If yes, include Challenged Elements.
C.5	Troubled PHA. (a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place? Y ☐ N ☐ N/A ☒ (b) If yes, please describe:

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 5.64 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

Form identification: PA009-Reading Housing Authority Form HUD-50075-ST (Form ID - 9827) printed by Stacey Keppen in HUD Secure Systems/Public Housing Portal at 08/27/2026 04:18PM EST

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 09/30/2027

**Certification by State or Local Official of PHA Plans
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Eddie Moran, the Mayor
Official's Name *Official's Title*

certify that the 5-Year PHA Plan for fiscal years 2027-2031 and/or Annual PHA Plan for fiscal
year 2027 of the PA009 - Reading Housing Authority is consistent with the
PHA Name

Consolidated Plan or State Consolidated Plan including any applicable fair housing goals or strategies
to:

City of Reading

Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR Part 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State
Consolidated Plan.

**The City of Reading, Pennsylvania Consolidated Plan for 2024-2028 notes that "there is not
sufficient affordable housing available residents" and states the following: "The most common
housing problem is affordability. The market rent in Reading increased 51.6% from
December 2019 to July 2023. Nearly 60% of Reading households (more than 55,000
households) are unable to afford the median market rent of \$1260", and; "The lack of
affordability has contributed to an increase in homelessness; in the past 10 years, there has
been a 69% increase in homelessness", and; the Plan identifies Reading Housing Authority as
"a key (partner) to address the affordable housing needs of the City of Reading."**

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly
submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil
and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. § 3729, 3802).

Name of Authorized Official: Eddie Moran	Title: Mayor
Signature:	Date:

This information is collected to ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions,
searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding
this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE,
Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB
Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB
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12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are
required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

Form identification: PA009 - Reading Housing Authority form HUD-50077-SL (Form ID - 7704) printed by
Stacey Keppen in HUD Secure Systems/Public Housing Portal at 08/27/2026 04:34PM EST

**Certifications of Compliance with
PHA Plan and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 09/30/2027

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations
including PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan," of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 04/2027, in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a signed certification by the appropriate State or local official (form HUD-50077-SL) that the Plan is consistent with the applicable Consolidated Plan, which includes any applicable fair housing goals or strategies, for the PHA's jurisdiction and a description of the way the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the Resident Advisory Board (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the way the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - i. The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - ii. The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - iii. The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours. Where possible, PHAs should make documents available electronically, for public inspection upon request.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment. The PHA ensured all notices and meetings provided effective communication with persons with disabilities and further provided meaningful language access for persons with Limited English Proficiency (LEP).
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), the Violence Against Women Act (34 U.S.C. § 12291 et seq.), and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, the Violence Against Women Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs.
7. The PHA will affirmatively further fair housing, in compliance with the Fair Housing Act, 24 CFR § 5.150 et seq., 24 CFR § 903.7(o), and 24 CFR § 903.15, which means that it will take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living

patterns, transforming racially or ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws (24 CFR § 5.151). Pursuant to 24 CFR § 903.15(c)(2), a PHA's policies should be designed to reduce the concentration of tenants and other assisted persons by race, national origin, and disability. PHA policies should include affirmative steps stated in 24 CFR § 903.15(c)(2)(i) and 24 CFR § 903.15(c)(2)(ii). Furthermore, under 24 CFR § 903.7(o), a PHA must submit a civil rights certification with its Annual and 5-year PHA Plans, except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document. The PHA certifies that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing.

8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module and/or its successor system: the Housing Information Portal (HIP) in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination based on age pursuant to the Age Discrimination Act of 1975.
10. In accordance with the Fair Housing Act, the PHA will not base a determination of eligibility for housing on actual or perceived sexual orientation or marital status and will not otherwise discriminate because of sex (including sexual orientation).
11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, 'Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped' for people with physical disabilities.
12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
13. The PHA will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implement the regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 2 CFR 200.302 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to always be available at all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times

and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA and, where possible, should be made available for public inspection in an electronic format.

22. The PHA certifies that it is following all applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Reading Housing Authority

PHA Name

PA009

PHA Number/HA Code

☒ Annual PHA Plan for Fiscal Year **2027**

☐ 5-Year PHA Plan for Fiscal Years 20-20

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802)

Name of Executive Director: MS Stacey Keppen		Name of Board Chairman: Lorena Keely	
Signature:	Date:	Signature:	Date:

This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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Reading Housing Authority
PUBLIC HOUSING AGENCY PLAN
Progress Report for Year Two of the 2025-2029 Five-Year Plan

GOAL: Improve Resident Connections

Objectives:

- Evaluate our business model to ensure that it reflects the changing needs of our customers

Progress on goal: RHA is nearing completion of a comprehensive transition from its antiquated housing management system to the Yardi platform, representing a significant modernization of the agency's business operations. Because the system touches virtually every department and nearly every aspect of customer experience, the transition has been complex and, at times, disruptive, requiring extensive data conversion, process redesign, staff training, and problem-solving while maintaining essential services.

The new platform will provide a more integrated and accessible experience for residents, participants and applicants, including electronic rent payments, recertification activities, applications, and other routine transactions through the client-facing portal called Rent Café. Internally, Yardi will reduce manual and duplicative processes, improve the consistency and accuracy of information across departments, and strengthen RHA's ability to meet increasingly complex HUD requirements through standardized workflows, documentation, data validation, and reporting. Just as importantly, as our customers become more comfortable with the technology, they will have greater flexibility to do business with RHA in ways that meet their changing needs and on a timeline that works better for them.

- Develop a plan to operationalize our Impact, Mission & Values statements

Progress on goal: While RHA has not yet developed a formal written plan to operationalize its Mission, Vision & Values—collectively referred to as our Strategic Statements—the principles within them continue to guide organizational decision-making and daily operations. Development of the formal plan was deferred while significant staff resources were dedicated to the agency-wide Yardi transition; however, since April 2026, RHA has continued to intentionally frame its work around its purpose and values. Examples include opening and expanding programming at the Oakbrook Center for Community Services to help residents pursue opportunities beyond housing; completing the Oakbrook Recreation Park to strengthen the surrounding neighborhood; modernizing technology to make RHA more accessible and responsive to customers; and reinforcing expectations for Respect, Honesty and Accountability in employee supervision, performance management, and service delivery. While a written framework remains to be completed, RHA's Strategic Statements are increasingly part of the language used to evaluate not only what the agency does, but how and why.

GOAL: Deliver Human Services

Objectives:

- Provide services that support a zero-eviction philosophy and help to meet the agency's mission

Progress on goal: RHA continues to operate under a zero-eviction philosophy, meaning that while eviction remains necessary in circumstances involving serious or repeated lease violations—including criminal or drug-related activity, violence, nonpayment of rent, or significant housekeeping concerns—it is pursued only after reasonable opportunities to preserve the tenancy have been explored. Since

April 1, 2026, RHA's three campus-based Service Coordinators have continued to work closely with Property Management staff and residents experiencing circumstances that place their housing at risk, helping to identify barriers, connect residents with community resources, develop solutions, and address lease compliance before problems result in termination of a lease. This work is supported by professional social-services leadership and reflects RHA's belief that stable housing should be preserved whenever reasonably possible while maintaining safe and well-managed communities for all residents. Although RHA does not yet have reliable data quantifying the number of evictions prevented during this reporting period, implementation of the new Yardi platform provides an opportunity to build a tracking framework so that this important outcome can be measured and reported more effectively in future years.

- Develop outcome-driven programming that responds to trends which negatively affect our communities

Progress on goal: RHA has made significant progress in developing programming and resources that respond to the distinct needs and challenges within its communities. At Oakbrook Homes, the Neighborhood Resource Center, Patton Avenue Learning Center, and Oakbrook Recreation Park have created an increasingly comprehensive neighborhood-based model addressing education, employment, childcare, health and wellness, food security, recreation, and family stability. Preliminary efforts are underway to develop a similar service model at Glenside Homes.

In RHA's high-rise communities serving older adults and people with disabilities, programming has been tailored to the needs of a population that can be particularly challenged by technology, including hands-on assistance with the transition to the agency's new software and electronic customer-service tools. Safety has also received particular emphasis because of the vulnerability of this population. RHA has strengthened its response to recurring fire calls, secured non-HUD grant funding to substantially expand and modernize security camera technology, and expects to complete installation of a new controlled-access system in the high-rises by the end of the fiscal year to better prevent unauthorized building access.

In addition, efforts have been undertaken to address trends involving domestic violence and victimization, including development of a collaborative workgroup with the community's domestic violence prevention program.

- Partner with and help to develop strong, capable Resident Councils

Progress on goal: RHA continues to invest in the development of strong, capable Resident Councils as an important means of ensuring that residents have a meaningful voice in their communities and in agency operations. During the current fiscal year, attendance and participation in development-based Resident Council meetings have improved dramatically, due in part to greater stability and continuity among elected Resident Council officers. RHA's Resident Services Department provides ongoing guidance and support while encouraging councils to develop their own leadership capacity and resident engagement. The Citywide Resident Council, comprised of elected officers from each of RHA's seven development-based councils, has also expanded its activities beyond RHA properties, traveling to community locations to expose resident leaders to resources available throughout the greater Reading community. These efforts are helping Resident Councils evolve beyond a forum for discussing development concerns into stronger vehicles for leadership, advocacy, community connection, and resident participation.

GOAL: Build Operational Capability

Objectives:

- Improve focus on staff capacity, development, and collaboration

Progress on goal: RHA has placed significant emphasis on building staff capacity, flexibility, and collaboration during a year of considerable organizational change. Workforce transitions resulting from retirements, employees pursuing new opportunities, and other personnel changes have required remaining staff to assume broader responsibilities while RHA continues to reinforce organizational expectations and alignment with its core values. Within the maintenance department, employees have rotated among RHA campuses, each of which presents different building systems and technical demands. Although initially challenging, this approach has expanded employees' exposure to different trades and systems, reduced reliance on site-specific knowledge, and better positioned frontline employees for advancement.

RHA has also reorganized its HUD compliance functions related to admissions and continued occupancy by bringing employees who previously performed applications, eligibility, annual and interim reexaminations, and related functions within separate Public Housing and Housing Choice Voucher departments into a consolidated team. This structure promotes cross-training, consistent application of HUD requirements and RHA policies, workload sharing, and continuity during staff absences, while strengthening RHA's capacity to complete eligibility, income, family composition, rent determination, and reexamination functions accurately and timely. Implementing this restructuring simultaneously with the Yardi conversion has presented challenges for employees and, at times, for residents, applicants, landlords, and the public; however, RHA expects these investments in staff capacity, organizational structure, and technology to ultimately improve accuracy, consistency, timeliness, customer service, and program compliance.

- Make effective use of technology to improve customer service, enhance communication, and reduce administrative burden

Progress on goal: RHA's transition to Yardi represents its most significant investment in using technology to improve customer service, communication, regulatory compliance, and administrative efficiency. As described above, the integrated platform will increasingly allow residents, applicants, participants and landlords to conduct business electronically while providing staff with more consistent information, standardized workflows, and improved tools for managing HUD requirements.

The transition is equally important to RHA's administrative operations, particularly Accounting and Finance, which are responsible for managing agency funds, paying vendors and contractors, maintaining financial controls, and meeting extensive HUD reporting and accounting requirements. These responsibilities have become increasingly complex as federal funding requirements have changed and RHA's flexibility in the use of available resources has become more constrained. While implementation has temporarily increased administrative burden as staff learn new systems and redesign longstanding processes, RHA expects the investment to ultimately reduce manual and duplicative work, strengthen financial oversight and compliance, improve access to timely information, and allow limited staff resources to be used more effectively.

- Ensure policy-driven practice through the organization

Progress on goal: RHA has continued to strengthen policy-driven practice by improving how expectations are communicated, taught, and reinforced throughout the organization. Leadership and management have placed greater emphasis on training existing employees and providing more structured onboarding for new staff, supported by increased use of RHA's Human Resource Information System and the launch of a Learning Management System. RHA is also implementing a

new technology tool that will make organizational policies and procedures easier for employees to access, search, understand, and apply to their day-to-day responsibilities, helping translate written policy into more consistent practice.

This commitment to standardization is particularly evident in RHA's Inspections Department. During the fiscal year, inspectors have developed considerable breadth of experience by inspecting Public Housing, Housing Choice Voucher units, RHA-owned affordable housing that is not HUD-subsidized, and units inspected under contract for an outside organization. Despite differences among these programs, the work is grounded in clearly established inspection standards and consistent application of policy. Depending upon the housing program, inspectors apply HUD's NSPIRE standards or RHA's own quality standards (RHAQS). This combination of technical expertise, standardized procedures, and experience across multiple housing programs has strengthened the Inspections Department while demonstrating the value of a policy-driven model: employees understand the applicable standard, apply it consistently, document their work, and remain accountable for the quality of the result.

- Emphasize efficiency by managing risk, waste, and abuse

Progress on goal: In an increasingly constrained funding environment, RHA has emphasized efficiency as both an operational necessity and a fundamental responsibility to be a good steward of public resources. Managing increasingly tight budgets requires the agency not only to control spending, but to reduce risk, waste, and opportunities for misuse while ensuring that limited resources are directed toward RHA's housing mission. Building upon prior improvements in Purchasing and Procurement - including greater separation between employees purchasing materials and those using them—RHA established a dedicated Inventory Department during the fiscal year. The department now manages standardized inventory practices across three campuses and eight inventory locations, ensuring appropriate stock levels, identifying obsolete materials, organizing and controlling supplies, and improving accountability for their receipt and distribution. These changes have reduced opportunities for loss or theft, allowed maintenance employees to focus on completing repairs rather than managing stock, and created efficiencies that enabled RHA to accomplish the work with a reduced staffing complement.

RHA has similarly strengthened risk management within Information Technology, particularly cybersecurity. Employees receive required cybersecurity education and testing, simulated phishing exercises, accessible tools for reporting suspicious communications, and individualized assistance for employees who need additional technological support. Together, these efforts reflect RHA's understanding that responsible stewardship of public dollars extends beyond balancing a budget: it requires protecting the resources, information, systems, and assets entrusted to the agency; continuously identifying where risk and unnecessary expense can be reduced; and ensuring that every available dollar can be directed as effectively as possible toward serving RHA residents and maintaining its housing portfolio.

- Strategically communicate the RHA history, state of the operation and potential to the larger community

Progress on goal: During the fiscal year, RHA has intentionally expanded its communications efforts to ensure that residents, community partners, elected officials, and the broader public better understand RHA's history, current operations, and potential as a community resource. For current residents, particularly those with technology limitations, RHA has increased its use of digital messaging boards featuring visually engaging, consistent, and accessible information across its communities.

Externally, RHA has issued more press releases, strengthened relationships with elected officials and community leaders, expanded resident and program spotlight stories on its website, and received more positive media coverage than in prior years. The opening and continued development of the Oakbrook Center for Community Services has been particularly important in introducing new audiences to RHA's work and has brought an unprecedented number of partners, public officials, providers, and other visitors into an RHA community.

RHA is also using this increased visibility to encourage meaningful public participation in issues that could shape the future of assisted housing. Most recently, RHA has sought broad community input regarding HUD's proposed opportunity for local implementation of work requirements and time limits, including hosting two in-person "Community Conversations" as part of the Annual Plan process that were promoted and covered by local media. Collectively, these efforts are helping RHA move beyond simply communicating what it does to creating greater public understanding of the people it serves, the role it plays in the community, and the opportunities and challenges that will shape its future.

Reading Housing Authority Capital Fund Five-Year Action Plan for FFY 2026 - 2030

2026		2027		2028		2029		2030	
AWARD/ACTUAL		AWARD/ACTUAL		AWARD/ACTUAL		AWARD/ACTUAL		AWARD/ACTUAL	
	\$5,118,206		\$5,118,206		\$5,118,206		\$5,118,206		\$5,118,206
1406: Operations (25% max)	\$1,279,552	1406: Operations (25% max)	\$1,279,552	1406: Operations (25% max)	\$1,279,552	1406: Operations (25% max)	\$1,279,552	1406: Operations (25% max)	\$1,279,552
1410: Administration (10% max)	\$511,821	1410: Administration (10% max)	\$511,821	1410: Administration (10% max)	\$511,821	1410: Administration (10% max)	\$511,821	1410: Administration (10% max)	\$511,821
1480: Construction		1480: Construction		1480: Construction		1480: Construction		1480: Construction	
Replace 575 Refrigerators - Center City	\$425,000	Utility Infrastructure Upgrades - Oakbrook Homes	\$625,000	Replace Interior Apartment Flooring - 28 units - Hensler Homes	\$211,836	Concrete Replacement Porches/Steps - Glenside Homes	\$254,223	Renovate 50 Bathrooms - Glenside Homes	\$275,000
Replace 531 Refrigerators - Oakbrook Homes	\$375,000	Utility Infrastructure Upgrades - Glenside Homes	\$625,000	Replace Interior Apartment Flooring - 48 units - Oakbrook Homes	\$325,000	HVAC Upgrades - Oakbrook Homes	\$551,703	Replace Hallway & Stairwell Light Fixtures - Center City	\$85,000
Replace 400 Refrigerators - Glenside Homes	\$300,000	Perform concrete work for accessibility - Hensler Homes	\$100,000	Replace 1,325 Interior Apartment Doors - Oakbrook Homes	\$575,000	Upgrade Trash Sites, Fencing, Lighting - Center City	\$770,000	Replace 956 Exterior Doors - Oakbrook Homes	\$1,250,000
Replace 12 Refrigerators - Hensler Homes	\$75,000	Replace Roof - Apartments	\$150,000	Replace 102 Ranges - Hensler Homes	\$51,000	Fire Panel Upgrades - Center City	\$600,000	Replace 692 Exterior Doors - Glenside Homes	\$316,834
HVAC Upgrades - Center City	\$596,748	Install CO & Smoke Detectors - Oakbrook Homes	\$409,270	Bathroom Renovations - Center City	\$1,004,665	Concrete Replacement Porches/Steps- Oakbrook Homes	\$245,773	Replace Building Roofs on 66 buildings - Oakbrook Homes	\$1,000,000
Replace Roof - Glenside Homes Boiler House	\$100,000	Install CO & Smoke Detectors - Glenside Homes	\$357,564	Replace 530 Ranges - Oakbrook Homes	\$265,000	Concrete Replacement - Center City	\$250,000	Interior Lighting Upgrades - Glenside Homes	\$100,000
Renovate Community Space - Center City	\$1,000,000	Replace Boilers - Center City	\$460,000	Replace 400 Ranges - Glenside Homes	\$251,703	Replace Apartment Door Locks - Hensler Homes	\$75,000		
Upgrade Exterior Lighting - Oakbrook Homes	\$70,000	Renovate Community Space - Glenside Homes	\$300,000	Replace 575 Ranges - Center City	\$287,500	Replace Apartment Door Locks - Center City	\$75,000		
Upgrade Exterior Lighting - Glenside Homes	\$70,000					Replace Apartment Door Locks - Glenside Homes	\$75,000		
						Replace Apartment Door Locks - Oakbrook Homes	\$75,000		
SUBTOTAL, CONSTRUCTION	\$3,011,748	SUBTOTAL, CONSTRUCTION	\$3,026,834	SUBTOTAL, CONSTRUCTION	\$2,971,704	SUBTOTAL, CONSTRUCTION	\$2,971,699	SUBTOTAL, CONSTRUCTION	\$3,026,834
Design costs	\$315,086	Design costs	\$300,000	Design costs	\$355,130	Design costs	\$355,135	Design costs	\$300,000
TOTAL	\$5,118,206	TOTAL	\$5,118,206	TOTAL	\$5,118,206	TOTAL	\$5,118,206	TOTAL	\$5,118,206

Reading Housing Authority
400 Hancock Boulevard
Reading, PA 19611
PA009



Operating Policy Addendums – April 1, 2027

ADMISSIONS & CONTINUED OCCUPANCY POLICY

Section	Current Policy	New Policy
4.I.D PLACEMENT ON THE WAITING LIST	The PHA will send written notification of the preliminary eligibility determination within 10 business days of receiving a completed application. If applicable, the notice will also indicate the waiting list preference(s) for which the family appears to qualify. Applicants will be placed on the waiting list according to PHA preference(s) and the date and time their complete application is received by the PHA.	RHA will publish notification of the preliminary eligibility determination within 10 business days of receiving a completed application. If applicable, the notice will also indicate the waiting list preference(s) for which the family appears to qualify. Applicants will be placed on the waiting list according to preferences following lottery selection. Once each application has been randomly assigned a number, the applications will be placed on the waiting list in order of the assigned numbers within their respective preference categories.
11. 4.II.B ORGANIZATION OF THE WAITING LIST	The RHA will maintain one single community-wide waiting list for its developments. Within the list, the RHA will designate subparts to easily identify who should be offered the next available unit (i.e. mixed populations, general occupancy, unit size, and accessible units). The RHA will not adopt site-based waiting lists.	RHA shall maintain one centralized community-wide waiting list for admission to its public housing developments. The waiting list will include subcategories to identify households eligible for specific unit types, including mixed-population units, general occupancy units, units of various bedroom sizes, and accessible units. RHA reserves the right to adopt site-based waiting lists in the future, subject to applicable HUD requirements and administrative considerations.
9.I.B STREAMLINED ANNUAL REEXAMINATIONS	RHA will streamline the annual reexamination process by applying the verified COLA or interest rate to fixed-income sources. RHA will document in the file how the determination that a source of income was fixed was made. If a family member with a fixed source of income is added, RHA will use third-	RHA chooses not to streamline the annual reexamination process for fixed-income sources. RHA will obtain third-party verification of all sources of income annually.

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	party verification of all income amounts for that family member. If verification of the COLA or rate of interest is not available, RHA will obtain third-party verification of income amounts. Third-party verification of fixed sources of income will be obtained during the intake process and at least once every three years thereafter. Third-party verification of non-fixed income will be obtained annually regardless of the percentage of family income received from fixed sources and only when the EID family's share of rent will change as a result of the increase. In all other cases, the PHA will note the information in the tenant file but will not conduct an interim reexamination. Families are not required to report any other changes in income or expenses.	
9.III.B. CHANGES IN FAMILY AND HOUSEHOLD COMPOSITION	All families, those paying income-based rent as well as flat rent, must report all changes in family and household composition that occur between annual reexaminations (or annual updates). RHA will conduct interim reexaminations to account for any changes in household composition that occur between annual reexaminations.	All families, those paying income-based rent as well as flat rent, must report all changes in family and household composition that occur between annual reexaminations (or annual updates). RHA will conduct interim re-examinations for all decreases in income and RHA authorized and approved changes in household composition that occur between annual reexaminations. RHA will not conduct interim reexaminations for increases in income between annual reexaminations.



Operating Policy Addendums – April 1, 2027

ADMINISTRATIVE PLAN FOR THE HOUSING CHOICE VOUCHER PROGRAM

Section	Current Policy	New Policy
11.I.B. STREAMLINED ANNUAL REEXAMINATIONS	The PHA will streamline the annual reexamination process by applying the verified COLA or interest rate to fixed-income sources. The PHA will document in the file how the determination that a source of income was fixed was made. If a family member with a fixed source of income is added, the PHA will use third-party verification of all income amounts for that family member. If verification of the COLA or rate of interest is not available, the PHA will obtain third-party verification of income amounts. Third-party verification of fixed sources of income will be obtained during the intake process and at least once every three years thereafter. Third-party verification of non-fixed income will be obtained annually regardless of the percentage of family income received from fixed sources.	RHA will not streamline the annual reexamination process for fixed-income sources. RHA will obtain third-party verification of all sources of income annually.
11.II.B. CHANGES IN FAMILY AND HOUSEHOLD COMPOSITION	Families must request RHA approval to add a new family member, live-in aide, foster child, or foster adult. This includes any person not on the lease who is expected to stay in the unit for more than 30 consecutive days or 90 cumulative days within a 12-month period and therefore no longer qualifies as a "guest." Requests must be made in writing and approved by RHA prior to the individual moving into the unit.	Requests for additions to households resulting from marriage or other acts of law will be accepted at any time. All other requests for household additions will be accepted only at the time of Annual Recertification. Requests must be made through the RHA software portal and approved by RHA prior to the individual moving into the unit. This includes any person not on the lease who is expected to stay in the unit for more than 14 consecutive days or a total of 30 cumulative days within a 12-month period and

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		therefore no longer qualifies as a “guest. Families must request RHA approval to add a new family member, live-in-aide, foster child or foster adult.
11.II.C. CHANGES AFFECTING INCOME OR EXPENSES	Families are required to report all increases in earned income, including new employment, within 10 business days of the date the change takes effect. The PHA will only conduct interim reexaminations for families that qualify for the earned income disallowance (EID), and only when the EID family’s share of rent will change as a result of the increase. In all other cases, the PHA will note the information in the tenant file but will not conduct an interim reexamination. Families are not required to report any other changes in income or expenses.	Families are required to report all changes in income within 10 business days of the change occurring. RHA will conduct interim re-examinations for all decreases in income and RHA authorized and approved changes in household composition that occur between annual reexaminations. RHA will not conduct interim reexaminations for increases in income between annual reexaminations