

Minimum Occupancy Standards

The following minimum occupancy standards are intended to be used by KHC subrecipients as a means of best practice for administering rental assistance programs. **Please note: under these standards, programs are able to provide households served with maximum flexibility and choice in finding a unit that meets their unique needs.**

24 CFR 982.401(d)(2)(ii), Housing Quality Standards (HQS):

The dwelling unit must have at least one bedroom or living/sleeping room for each two persons. Children of opposite sex, other than very young children, may not be required to occupy the same bedroom or living/sleeping room.

This agency will use the following subsidy guidelines to determine the number of bedrooms required to accommodate each household with consideration given to overcrowding, over-housing and reasonable family/household accommodation. These guidelines apply in determining the bedroom size for which the household qualifies and will be the same as the one listed on the voucher.

1. Housing provider must allow at least 2 heartbeats per bedroom. That is to say, providers must allow Heads of Households (HoHs) the option of at least 2 heartbeats per bedroom, but HoHs are not required to have 2 heartbeats per bedroom.
2. Pregnant women will count as only 1 heartbeat.
3. A child may be excluded from an occupancy count up until 12 months old.
4. A parent shall not be required to share a bedroom with his/her child, although they may do so at the request of the household.
5. Housing provider/landlord may not dictate how occupants divide themselves within a dwelling, (i.e., a Housing provider/landlord may not state that siblings of different genders cannot share a bedroom).
6. **EXCEPTION** - In the case of chronic serious illness requiring special medical equipment, a deviation from this guideline may be permitted with current detailed documentation from a licensed physician or other qualified medical professional.
7. **EXCEPTION** - In the event that eligible and available units cannot be identified within the timeframe of the issued voucher, participants, service providers, and/or agency may document the lack of eligible housing stock in the county of choice. Upon Supervisor/Manager/Leadership approval, the participant may seek a larger unit that is eligible and available. These occurrences should be rare and will be determined on a case-by-case basis.
8. For programs that allow the unit's gross rent to be over HUD's Fair Market Rate (FMR or other payment standards), a household may choose, at their expense, a different size unit as allowed by federal regulations as long as the unit is not overcrowded per HQS regulations. In some instances, a living room may be used as a bedroom, allowing up to two additional persons per unit. The living room must meet all window and outlet regulations for a bedroom but is not to be perceived as an additional bedroom for voucher purposes. Under these conditions, the household members using the living room will not be considered an overcrowded household. These decisions will be made on a case-by-case basis, considering household accommodation and available housing stock. **(Please check your program regulation to determine if your program requires units to meet FMR)**
9. If Exception is warranted, a Supervisor/Manager/Leadership must provide signature and date of approval:

Supervisor/Manager/Leadership Signature

Date

*****ADMINISTRATOR MUST PERFORM STEPS #1 THRU #9, GRID IS SECONDARY*****

Number of Bedrooms	Number of Persons Minimum	Number of Persons Maximum
1	1	2
2	2	4
3	3	6
4	4	8
5	5	10