

MT TBS8 Update Notice

Date: July 25, 2017

Regarding: Move Procedures under HUD Shortfall Funding Guidance

Effective immediately, move requests within MDOC's jurisdictional areas will be reviewed by the MDOC on an individual basis. MDOC will compare the current payment standard to the payment standard in the area that the tenant is requesting to move within MDOC's jurisdiction. The lower of the two payments standards will be utilized to determine the maximum amount of assistance the tenant will be eligible for.

Field agents are instructed to download the HAPPY Assistance Estimator located on HAPPY's website at: <https://www.happysoftware.com/other-services/> to calculate what the new HAP amount will be or provide an estimate of how much the new unit will cost and submit that information to MDOC for review utilizing the tasks function within Housing PRO. Tasks must be sent to the field agencies Contract Manager. On a case by case basis, MDOC will review the information and make a determination as to whether the move will be permitted. MDOC will then notify the field agent of the final determination.

For questions regarding this notice, please contact the designated Contract Manager for your agency. Also, you may contact me directly at jschroeck2@mt.gov or by phone at 406-841-2828 for additional information.

Sincerely,



John Schroeck, M.Ed.
MDOC, TBS8 Program Manager